

# **SUGAR CREEK CHRISTIAN ACADEMY**

## **ADMISSION REQUIREMENTS**

1. \_\_\_\_\_ ENROLLMENT APPLICATION
2. \_\_\_\_\_ STATEMENT OF COOPERATION
3. \_\_\_\_\_ DOCTRINAL STATEMENT
4. \_\_\_\_\_ PHILOSOPHY OF EDUCATION
5. \_\_\_\_\_ CODE OF CONDUCT
6. \_\_\_\_\_ MEDICAL FORM/BIRTH CERTIFICATE/SHOT RECORDS
7. \_\_\_\_\_ PUBLIC SCHOOL LETTER OF NOTIFICATION
8. \_\_\_\_\_ TUITION PAYMENT AGREEMENT
9. \_\_\_\_\_ APPLICATION FEE
10. \_\_\_\_\_ TECHNOLOGY AND SOCIAL MEDIA POLICY
11. \_\_\_\_\_ SCHOLARSHIP APPLICATION (OPTIONAL)

### **PLEASE NOTE THE FOLLOWING:**

- ALL ENROLLING STUDENTS ARE SUBJECT TO BOARD APPROVAL.
- STUDENTS ENROLLING AFTER THE SCHOOL YEAR STARTS REQUIRE A 5-0 VOTE FROM THE SCHOOL BOARD FOR APPROVAL.



2020-2021

NEW STUDENT ENROLLMENT APPLICATION

***SUGAR CREEK CHRISTIAN ACADEMY***

*“A Ministry of Sugar Creek Missionary Baptist Church”*

• STUDENT'S LEGAL NAME	• ENTERING GRADE
• SOCIAL SECURITY NUMBER	• BIRTHDATE ____/____/____
• FATHER'S NAME	HOME PHONE
SOCIAL SECURITY NUMBER	WORK PHONE
• MOTHER'S NAME	HOME PHONE
SOCIAL SECURITY NUMBER	WORK PHONE

• STUDENT'S HOME ADDRESS
• STUDENT'S HOME PHONE NUMBER
• BILLING ADDRESS ( IF DIFFERENT FROM HOME ADDRESS)

• TUITION PAYMENT PLAN:    INDICATE BELOW HOW TUITION WILL BE PAID
YEARLY _____                      SEMESTER _____                      MONTHLY _____

<p style="text-align: center;"><b>NON-DISCRIMINATORY POLICY</b></p> <p style="text-align: center;">SCCA admits students of any race, color, national, and ethnic origin to all the rights, privileges, and activities generally afforded or made available to students at the school.</p>
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## **SCHOOL INFORMATION**

- NAME OF LAST SCHOOL STUDENT ATTENDED: LAST GRADE ATTENDED

- ADDRESS OF LAST SCHOOL ATTENDED:

- HAS THE STUDENT EVER BEEN RETAINED? (IF YES, WHAT GRADES?)

- HAS THE STUDENT EVER BEEN DIAGNOSED WITH A LEARNING DISABILITY OR PLACED IN A SPECIAL PROGRAM IN ANOTHER SCHOOL? (IF YES, EXPLAIN)

- SCHOLASTIC AVERAGE (BASED ON PAST PERFORMANCE, CIRCLE ONE IN EACH SUBJECT AREA)

ENGLISH A B C D F SCIENCE A B C D F MATH A B C D F HISTORY A B C D F

- EXTRA-CURRICULAR ACTIVITIES AND HOBBIES:

- HAS THE STUDENT EVER BEEN PLACED IN A GIFTED PROGRAM? (IF YES, PLEASE EXPLAIN)

- HOW WOULD YOU DESCRIBE YOUR CHILD'S INTEREST AND ATTITUDES TOWARDS SCHOOL AND LEARNING?

- HAS THE STUDENT EVER BEEN SUSPENDED, EXPELLED, OR OTHERWISE DEALT WITH BECAUSE OF BEHAVIOR IN SCHOOL? (IF YES, PLEASE EXPLAIN)

# **Sugar Creek Christian Academy**

## **STATEMENT OF COOPERATION**

IN MAKING APPLICATION TO SUGAR CREEK CHRISTIAN ACADEMY I UNDERSTAND THAT:

1. It is my responsibility to pay tuition as directed on the Payment Policy Agreement. I understand that no records will be released until all payments are current and that delinquent payment could be cause for suspension or expulsion.
  2. The administration of the school has the final responsibility for the grade placement of my child.
  3. The teacher and administration are hereby given full discretion in the discipline of my child. This would include the issuing of demerits, detention, suspension, and expulsion.
  4. We are expected to support the standards of the school at home. Should there be any questions, we will contact the teacher or administrator to arrange for a conference. If the problem cannot be remedied, we agree to quietly withdraw our child from the school rather than encourage discord or unrest among other parents.
  5. The school reserves the right to dismiss any student who is found to be out of harmony with the rules, policies, or spirit of Sugar Creek Christian Academy.
  6. I absolve the school and Sugar Creek Missionary Baptist Church of liability to me or my child at school or school activities.
  7. In case of an accident or serious illness the school will contact me and my physician and follow his instruction. If it is impossible to contact the physician, the school may take whatever action it deems necessary for the well-being of my child.
  8. My participation is necessary for my child to receive the maximum benefit from his education. I realize this means working fully with my child, teachers, and administration in every way.
- I have read the above statements and agree to cooperate with Sugar Creek Christian Academy in the education of my child.**

Parent's Signature \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

- Permission is hereby given to use my child's picture in school brochures, videos or other promotional publications.**

YES \_\_\_\_\_

NO \_\_\_\_\_

# **SUGAR CREEK CHRISTIAN ACADEMY**

## **DOCTRINAL STATEMENT**

1. We believe that love one for another as Jesus loves the believer manifests our discipleship, proves our love for God and symbolizes our authority as New Testament churches. Love is therefore the great commandment of the LORD Jesus Christ upon which all others are dependent (Matt. 22:35-40; John 13:34, 35; John 15:12; 1 John 4:7-21; 1 John 5:1-3; Rev. 2:4, 5).
2. We believe in the infallible, verbal inspiration of the whole Bible and that the Bible is the all-sufficient rule of faith and practice (Psalm 119:160; 2 Tim. 3:16, 17).
3. We believe in the personal triune God: Father, Son, and Holy Spirit, equal in divine perfection (Matt. 28:19).
4. We believe in the Genesis account of Creation (Gen. 1; 2).
5. We believe that Satan is a fallen angel, the archenemy of God and man, the unholy god of this world, and that his destiny is the eternal lake of fire (Isa. 14:12-15; Ezek. 28:11-19; Matt. 25:41; 2 Cor. 4:4; Eph. 6:10-17; Rev. 20:10).
6. We believe in the virgin birth and sinless humanity of Jesus Christ (Matt. 1:18-20; 2 Cor. 5:21; 1 Peter 2:22).
7. We believe in the deity of Jesus Christ (John 10:30; John 1:1, 14; 2 Cor. 5:19).
8. We believe the Holy Spirit is the divine Administrator for Jesus Christ in His churches (Luke 24:49; John 14:16, 17; Acts 1:4, 5, 8; Acts 2:1-4).
9. We believe that miraculous spiritual manifestation gifts were done away when the Bible was completed. Faith, Hope and Love are the vital abiding Spiritual Gifts (1 Cor. chapters 12-14).
10. We believe that Man was created in the image of God and lived in innocence until he fell by voluntary transgression from his sinless state, the result being that all mankind are sinners (Gen. 1:26; Gen. 3:6-24; Rom. 5:12, 19).
11. We believe that the suffering and death of Jesus Christ was substitutionary for all mankind and is efficacious only to those who believe (Isa. 53:6; Heb. 2:9; 1 Peter 2:24; 1 Peter 3:18; 2 Peter 3:9; 1 John 2:2).
12. We believe in the bodily resurrection and ascension of Christ and the bodily resurrection of His saints (Matt. 28:1-7; Acts 1:9-11; 1 Cor. 15:42-58; 1 Thess. 4:13-18).
13. We believe in the pre-tribulation, pre-millennial rapture of the saved.
14. We believe in the pre-millennial, personal, bodily return of Christ as the crowning event of the Gentile age. The Millennium will be followed by the resurrection of the unrighteous unto eternal punishment in the lake of fire and that the righteous shall enter into the heaven age (John 14:1-6; 1 Thess. 4:13-18; 2 Thess. 2:8; Rev. 19; Rev. 20:4-6; Rev. 20:11-15; Rev. 21:8).
15. We believe that the depraved sinner is saved wholly by grace through faith in Jesus Christ, and the requisites to regeneration are repentance toward God and faith in the Lord Jesus Christ (Luke 13:3-5; John 3:16-18; Acts 20:21; Rom. 6:23; Eph. 2:8, 9), and that the Holy Spirit convicts sinners, regenerates, seals, secures, and indwells every believer (John 3:6; John 16:8, 9; Rom. 8:9-11; 1 Cor. 6:19, 20; Eph. 4:30; Titus 3:5).
16. We believe that all who trust Jesus Christ for salvation are eternally secure in Him and shall not perish (John 3:36; John 5:24; John 10:27-30; Rom. 8:35-39; Heb. 10:39; 1 Peter 1:5).
17. We believe that God deals with believers as His children, that He chastises the disobedient, and that He rewards the obedient (Matt. 16:27; Matt. 25:14-23; John 1:12; Heb. 12:5-11; 2 John 8; Rev. 22:12).

18. We believe that Jesus Christ established His church during His ministry on earth and that it is always a local, visible assembly of scripturally baptized believers in covenant relationship to carry out the Commission of the Lord Jesus Christ, and each church is an independent, self-governing body, and no other ecclesiastical body may exercise authority over it. We believe that Jesus Christ gave the Great Commission to the New Testament churches only, and that He promised the perpetuity of His churches (Matt. 4:18-22; Matt. 16:18; Matt. 28:19, 20; Mark 1:14-20; John 1:35-51; Eph. 3:21).

19. We believe that there are two pictorial ordinances in the Lord's churches: Baptism and the Lord's Supper. Scriptural baptism is the immersion of penitent believers in water, administered by the authority of a New Testament church in the name of the Father, Son, and Holy Spirit. The Lord's Supper is a memorial ordinance, restricted to the members of the church observing the ordinance (Matt. 28:19, 20; Acts 8:12, 38; Rom. 6:4; 1 Cor. 5:11-13; 1 Cor. 11:1, 2, 17-20, 26).

20. We believe that there are two divinely appointed offices in a church, pastors and deacons, to be filled by men whose qualifications are set forth in Titus and 1 Timothy.

21. We believe that all associations, fellowships, and committees are, and properly should be, servants of, and under control of the churches (Matt. 20:25-28).

22. We believe in freedom of worship without interference from the government and affirm our belief in civil obedience, unless the laws and regulations of civil government run contrary to the Holy Scriptures (Rom. 13:1-7; 1 Peter 2:13-15).

- **I have read the above doctrinal statement of Sugar Creek Christian Academy and realize that many of these beliefs will be incorporated into the education of my child.**

**PARENT'S  
SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_



# **SUGAR CREEK CHRISTIAN ACADEMY**

## **CODE OF CONDUCT**

- **PHILOSOPHY OF DISCIPLINE**

Sugar Creek Christian Academy believes that discipline is a key ingredient to a successful Christian education. Rules and procedures help to define what is good, appropriate, and conducive to learning. It is imperative that students and parents understand the Code of Conduct and what is expected of all students.

- **GENERAL EXPECTATIONS**

- I. **RESPECT-** Behavior should demonstrate proper respect for God, school authorities, school rules, policies, school property, others, and oneself at all times.
- II. **HONESTY-** Honesty should rule in all situations including school work and all interactions and relationships with peers and school officials.
- III. **INTEGRITY-** Communication and behavior should display character that is moral and Christ-like.
- IV. **COOPERATION-** Cooperation with peers and school officials in achieving the goals of SCCA regarding conduct, performance, and attitude should be shown at all times
- V. **EFFORT-** Everyone should use the gifts God has given them to serve Him to the best of their ability in accordance with God's Word.

- **RULES AND PROCEDURES**

### **DRESS CODE**

SCCA follows a **uniform policy** (see below). The purpose of such a policy is to create an environment that promotes the development of character qualities laid forth in the Holy Scriptures. Therefore, we enforce strict adherence to the following uniform policy.

### **TOBACCO, ALCOHOL, DRUGS**

SCCA maintains a "zero" tolerance for tobacco, alcohol, and drugs. Any student having these in possession or using these items will be expelled from school.

### **FIGHTING**

SCCA believes that fighting is not an acceptable way to deal with conflict according to the Bible. Therefore, anyone engaging in a fight will be suspended and or expelled from school.

### **CLASSROOM BEHAVIOR**

Teachers at SCCA have the authority to make and enforce a set or rules for their class. The classroom rules are approved by the Administrator and each student is expected to follow them. The teacher has the ability to administer punishment within the classroom at his or her discretion. Serious or chronic problems will be referred to the Administrator. SCCA has the following expectations of students in the classroom:

1. Respect teachers, aids, and peers at all times.
2. Have necessary supplies needed for the class.
3. Maintain a Christian attitude in all situations.
4. Listen and follow instructions of the classroom teacher.
5. Respect and care for their property, the property of others, and school property.

**INAPPROPRIATE CONTACT**

Wholesome friendships are encouraged between boys and girls. However, students are to look upon one another as brothers and sisters in Christ and refrain from demonstrating personal affection at school and all school activities.

**FORBIDDEN ITEMS AT SCHOOL/ Search and Seizure**

The following items are not to be brought to school:

Knives, guns, cell phones, electronic devices, hand held games, animals

*SCCA and its staff reserve the right to search and seize anything or anybody on the premises. If necessary, outside authorities can be called in.*

• **DISCIPLINE PLAN**

The following plan will be used when students commit offenses against the rules and procedures of SCCA.

- 1<sup>st</sup> offense      Informal conference with student.
- 2<sup>nd</sup> offense      Formal conference with student and school officials. Plan of action to change behavior developed and a contract agreement signed by student and school officials.
- 3<sup>rd</sup> offense      Formal conference with student and parents. Plan of action to discipline and change the behavior developed and a contract agreement signed by student, parent, and school officials.
- 4<sup>th</sup> offense      Formal conference with parents to discuss the following options:  
Detention, suspension, or expulsion.

• **CORPORAL PUNISHMENT POLICY**

Sugar Creek Christian Academy believes that corporal punishment should be administered by the parents or guardians of the student therefore SCCA will not administer corporal punishment as a form of discipline.

• **CODE OF CONDUCT AND DISCIPLINE AGREEMENT**

I have read the Code of Conduct of Sugar Creek Christian Academy and understand that these rules and procedures are in place to ensure that SCCA is a place where students are safe, accepted, encouraged, disciplined, and trained. I realize that SCCA will strictly enforce these rules and procedures. I hereby give authority to the teachers and administrators of SCCA to discipline my child according to this code. I also agree to take an active part in this discipline and uphold this code of conduct to my child(ren).

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**2020-2021  
SCCA STUDENT MEDICAL INFORMATION FORM**

STUDENT'S NAME			
STUDENT'S BIRTHDATE			
STUDENT'S CURRENT AGE			
STUDENT'S BLOOD TYPE			
STUDENT'S COMPLETE ADDRESS			
STUDENT'S SOCIAL SECURITY #			
NAMES OF PARENTS OR GUARDIANS			
MOTHER'S CONTACT INFORMATION	HOME#	WORK#	CELL #
FATHER'S CONTACT INFORMATION	HOME#	WORK#	CELL#
EMERGENCY CONTACT #1	NAME	RELATIONSHIP	PHONE#
EMERGENCY CONTACT #2	NAME	RELATIONSHIP	PHONE#
EMERGENCY CONTACT #3	NAME	RELATIONSHIP	PHONE#
STUDENT'S ALLERGIES			
MEDICAL HISTORY (problems, injuries, surgeries, etc) PLEASE USE THE BACK OF THIS FORM IF FURTHER EXPLANATION IS NEEDED.			
LIST ANY AND ALL MEDICATIONS CURRENTLY PERSCRIBED AND INSTRUCTIONS IF NEEDED DURING THE SCHOOL DAY			
NAME OF PHYSICIAN	PHYSICIAN'S PHONE #		

**PARENTAL AUTHORIZATION FOR MEDICAL TREATMENT**

In the event of an illness or an accident, I hereby authorize Sugar Creek Christian Academy to act on my behalf for the student named above in securing of medical care. I understand that in the event of an emergency every effort will be made by SCCA to contact the parent or guardian as soon as possible. I affirm that all of the above information is correct and that I am the legal guardian of this child.

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_



**SUGAR CREEK CHRISTIAN ACADEMY**

*"A ministry of Sugar Creek Missionary Baptist Church"*

4824 St. Rt. 141  
Ironton, Ohio 45638  
740-533-2215

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the Superintendent of schools:

The intent of this letter is to inform you that as of \_\_\_\_\_, our child,

\_\_\_\_\_

will be withdrawing from attendance at \_\_\_\_\_. My child will be enrolled at Sugar Creek Christian Academy. SCCA is a non-chartered, non-public school. Please accept this letter as a signed request for the following records that you have on my child. Please send them to SCCA at the address shown above.

Academic Transcript

Test Scores

Attendance Record

Health Records/Shot records

This letter also meets the requirements of the Ohio Department of Education.

Your prompt assistance in this matter will be appreciated, as it will enable us to make a smooth transition for our child. Thank you for your cooperation. Please contact us if you have further questions.

Sincerely,

\_\_\_\_\_  
Signature Phone #

STUDENT'S FULL NAME \_\_\_\_\_

STUDENT'S DATE OF BIRTH \_\_\_\_\_

STUDENT'S ADDRESS \_\_\_\_\_



# SUGAR CREEK CHRISTIAN ACADEMY

## 2020-21 ENROLLMENT (FINACIAL) INFORMATION

○ **REGISTRATION FEE:** (non-refundable)

\$100.00 per student or \$150 per family (enrolling students paying before May 31st)

\$150.00 per student or \$200 per family (those enrolling after May 31<sup>st</sup>)

*THIS FEE IS DUE AT THE TIME THE STUDENT'S APPLICATION IS SUBMITTED.*

○ **TUITION FOR NON-MEMBERS OF THE CHURCH**

	YEARLY	SEMESTER	MONTHLY (10months)
1 child	\$3000	\$1500	\$300.00
2 children	\$5200	\$2,600	\$520.00
3 child	cost of 2 children plus cost of materials for 3rd		

● **TUITION FOR MEMBERS OF THE CHURCH**

	YEARLY	SEMESTER	MONTHLY (10months)
1 child	\$2,700	\$1,350	\$270.00
2 children	\$4,700	\$2,350	\$470.00
3 children	cost of 2 children plus cost of materials for 3rd		

○ **GENERAL INFORMATION**

S.C.C.A neither solicits nor accepts Government funds of any type, therefore, it is imperative that fees be paid when due. Tuition and all other accounts will be due on the first day of each month and considered late after the 10<sup>th</sup>. Late payments will be assessed a \$25.00 fee. **PLEASE NOTE:** Students having attended any portion of a month will owe for the entire month.

○ **PAYMENT PLANS AND DUE DATES**

1. Yearly- The total amount is due by August 31<sup>st</sup>.
2. Semester- One half of the total amount is due by August 31<sup>st</sup>.  
The remaining amount is due by January 31<sup>st</sup>.
3. Monthly- Program runs August through May. The first payment is due August 31<sup>st</sup>.  
Each payment thereafter is due on the 10<sup>th</sup> of each month.

○ **ACTIVITY COST**

Activities that are planned during the school year may be at extra cost to parents of children who participate.

○ **VALID CREDIT CARD**

All families must submit a valid credit card upon registration. SCCA will charge this credit card for any past due tuition. This will also incur the late fee amount of \$25.00.

# Sugar Creek Christian Academy

## 2020-21 *TUITION PAYMENT AGREEMENT*

❖ This form must be filled out by each family before the first day of school each year.

- **REGISTRATION FEE:** (non-refundable)  
 \$100.00 per student or \$150 per family(enrolling students paying before May 31st)  
 \$150.00 per student or \$200 per family (those enrolling after May 31<sup>st</sup>)

Indicate number of children \_\_\_\_\_ Amount paid \_\_\_\_\_ Date paid \_\_\_\_\_

**TUITION**

<ul style="list-style-type: none"> <li>• Number of Students Attending SCCA from your family. _____</li> </ul>
<ul style="list-style-type: none"> <li>• Please indicate which Tuition Payment Plan you choose.             Yearly _____ Semester _____ Monthly _____</li> </ul>

**CREDIT CARD INFORMATION**

CARD TYPE:	NAME ON CARD:	ZIP CODE:
EXP. DATE:	SECURITY #:	
CARD #	I hereby give permission for this card to be charged any past due amount including the \$25 late fee if other payment has not been made according to the tuition payment plan.  Signature: _____	

I have been explained the terms of SCCA's Tuition Payment Plans and understand the following:

- SCCA neither solicits nor accepts Government funds of any type, therefore, it is imperative that I pay fees when due.
- Tuition and all other accounts are due on the first day of each month and considered late after the 10<sup>th</sup>.
- SCCA will charge my credit card on the 11th for any past due tuition if other arrangements have not been made before the due date. This will also incur the late fee amount of \$25.00.
- Students having attended any portion of a month will owe for the entire month.
- Activities that my child participates in during the school year may be at extra cost to me.
- Yearly Plan- The total amount is due by August 31<sup>st</sup>.
- Semester- One half of the total amount is due by August 31<sup>st</sup>.  
     The remaining amount is due by January 31<sup>st</sup>.
- Monthly- Program runs August through May. The first payment is due August 31st.  
     Each payment thereafter is due on the 10<sup>th</sup> of each month.

I furthermore agree to adhere to these terms and realize that a failure to do so may result in the dismissal of my child(ren) from Sugar Creek Christian Academy.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date



# **SUGAR CREEK CHRISTIAN ACADEMY**

## **Philosophy of Education:**

The educational philosophy of Sugar Creek Christian Academy is based on two of God's commands. The first command is given to parents to train their children in "fear and admonition of the Lord". The second is the commission given to the church to teach "all things whatsoever I have commanded you". At parents' request, Sugar Creek Christian Academy, under the authority of the church, becomes a partner with the parents in educating their child. SCCA is an extension of Sugar Creek Missionary Baptist Church's educational program and therefore ultimately seeks to lead individuals into a personal relationship with God through His Son Jesus Christ. SCCA sets the following objectives for its educational program:

### **In the area of Spiritual growth and moral growth SCCA.....**

- teaches that the Bible is God's inspired Word and therefore should be viewed *as* the standard for all of man's actions and learning.
- teaches the doctrines of the Bible, that is: God, Jesus Christ, Holy Spirit, man, salvation, church, Scriptures, Satan, angels, etc.
- leads students to a personal relationship with Jesus Christ as Lord and Savior,
- develops a desire in students to seek the will of God for their lives guided by Scriptures.
- equips the student to use their gifts in God's service.
- imparts to each student an understanding of their place in the church and its commission of spreading the Gospel of Jesus Christ.
- develops Biblical attitudes toward godliness and sin and to teach the students how to resist temptation.
- encourages the development of self-discipline and responsibility in students based on submission to God and His Word
- helps the student develop a Biblical world view by integrating life and studies with God's Word.

### **In the area of personal and social development SCCA.....**

- helps students develop their personality based on an understanding of themselves as a unique individual created in the image of God.
- teaches the students to treat others with love and respect as commanded by God's Word.
- helps students become contributing member of society who realizes that they must depend on others and others must depend on them.
- promotes an understanding of time as a precious gift of God and to effectively use it for His Glory.
- incorporates a biblical view of life and work, and provide skills for personal relationships that the student has now and will have in the future.
- teaches God's plan for marriage and the family in order to establish homes that honor God.
- promotes physical fitness and good health habits based on the teaching that the body is the temple of the Holy Ghost.
- imparts Biblical principles and attitudes toward material things and teaches that we are responsible to use all that God gives us for His glory.
- encourages students to express themselves artistically in the form of music and art, within the teachings of the Scriptures.

**In the area of academics SCCA.....**

- maintains the highest academic standards within the God-given potential of the individual.
- guides students to comprehension and mastery of fundamental processes used in life and its relationships, such as reading, writing, speaking, listening, and mathematics.
- teaches the use of effective study habits.
- motivates students to independently study in the Holy Scriptures and areas of personal interest.
- develops creative and critical thinking to solve problems
- teaches students to use the Bible as the ultimate standard of truth from which all laws and theories must be judged.
- incorporates an appreciation of our Christian and American heritage of responsible freedom, human dignity, and acceptance of authority.
- shows how current affairs in all fields relate to God's plan for man.
- produces an understanding and appreciation for the environment and God given resources in order that the student has an awareness of man's responsibilities to use and preserve them properly.

**In working with the home of the student SCCA.....**

- leads individuals who are not Born Again to the saving knowledge of Jesus Christ.
- helps families in Spiritual growth and to the development of Christ-honoring homes.
- cooperates with parents in every phase of the student's development.
- assists parents in dealing with the changing culture and its effect on their children.
- encourages regular attendance and involvement in the local, scriptural church.
- imparts to parents the realization of their God-given responsibility for the spiritual, moral, and social education of their children

*“Train up a child in the way that he should go: and when he is old, he will not depart from it,”*  
*Proverbs 22:6*

I hereby acknowledge the above philosophy of Sugar Creek Christian Academy and understand that the school will educate my child according to these stated beliefs and objectives.

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Signature

Date

## **DRESS CODE FOR FEMALE STUDENTS**

SCCA follows a **uniform policy**.

The dress code at Sugar Creek Christian Academy applies to all programs sponsored by the school. Its purpose is to create an environment that promotes the development of character qualities laid forth in the Holy Scriptures. We believe dress should be governed by the following principles:

- I. MODESTY-** Individual's dress should be that attention is not drawn to the body. Clothing designed to attract attention is both distracting and ungodly. Students are to dress with purity in mind. Formfitting garments, revealing necklines, short skirts, tops that expose the midriff, see through materials, sleeveless shirts, and shorts are not permitted.
- II. SAFETY-** Certain styles of clothing or types of shoes can cause injury. For this reason flip-flops and opened toed shoes are not permitted.
- III. HYGIENE-** A part of student's education is the science of health and its maintenance. There are basic principles that promote health, sanitation, and the prevention of disease. For this reason students should wear appropriate shoes and undergarments and maintain a clean and neat appearance.
- IV. APPROPRIATENESS-** Students should live and exemplify then standards and principles taught in the Bible and in the school therefore clothing which promotes immoral themes, satanic symbols, secular music, pop culture, or sports teams are not to be worn at school or school functions.

*Therefore, we enforce strict adherence to the following policy for all female students.*

**Tops-** Students must wear a solid color polo style(collar) shirt at all times. These shirts are to be:

1. Solid color. No designs, stripes, prints, logos, emblems, etc
2. long-sleeve or short sleeve
3. embroidered on left side with SCCA Logo
4. In good condition. Not faded, stretched, torn, etc.

*These polos can be purchased at the retailer of your preference. Parents can also have shirts embroidered independently.*

**Bottoms-** Students can wear the following types of bottoms. **NO SHORTS ARE PERMITTED.**

1. Full length Blue, Grey, or Black dress pants.
2. Full length Khaki pants
3. Blue, Grey, Black, or Khaki skirts below the knee( knee should not be seen when in standing position)
4. No jeans or jean skirts

*Pants and skirts can be purchased by the parent independently but must adhere to the dress code.*

**Shoes-** Flip-flops and opened toed shoes are not permitted.

Tennis shoes are acceptable except those displaying obscene material.

**Jewelry-** Jewelry must be modest and decent. Female students are not permitted to wear earrings, rings, necklaces, bracelets, or any type of jewelry that is excessively large or that draws attention.

**Body Piercing-** No body piercing is permitted other than the ears.

**Hairstyles-** Girls are to wear appropriate hair styles, Unnatural - looking dyed hair, spiked hair, etc., that are contrary to the standards of SCCA as determined by the Administration are not permissible. The hair should not cover the eyes or be worn in a way that is unnatural or untidy.

**Accessories-** Sunglasses, hats, picks, bandanas, wraps, or scarves are not permitted to be worn at school unless approved through the administration.

**PLEASE NOTE THE FOLLOWING:**

- Uniforms are to be visible. Wearing sweatshirts and sweaters over the top of uniforms will not be permitted. If in a rare circumstance a student is still cold they may put on their coat or jacket. Students can wear coats to and from school and while outside for recess but only under extreme circumstances will they be permitted to cover their uniform while inside the building.
- Students are permitted to wear a plain white, blue, or black shirt underneath their uniform shirt. These shirts must not have any writing on the sleeves or any writing or picture visible through the uniform. Turtlenecks are permitted. Hooded sweatshirts are not to be worn under uniforms.
- Polos can be purchased by the parents from the retailer of their choice. All items in the Frenchtoast catalog with the exception of shorts, skorts, and skirts that are above the knee have been approved by the school board and you can pick up a catalog in the office. As stated above pants must be of “dress quality”. *No sweat pants, stretch pants, or denims* are permitted. We also ask that dress pants have no stripes or designs but be solid in color.
- Clothing that is form fitting will not be permitted.
- Any garment that has separate legs will be considered pants and therefore must come to the ankles. No capri style pants will be permitted.
- We will follow the following procedure in dealing with dress code infractions:

1<sup>st</sup> offense- Conference with student and written notification sent home.

2<sup>nd</sup> offense- Conference with student followed by disciplinary action and written notification sent home.

3<sup>rd</sup> offense- Conference with student and parent to discuss noncompliance followed by disciplinary action.

4<sup>th</sup> offense- Conference with student and parent to discuss noncompliance and possible suspension or dismissal.

*We cannot anticipate changes in style that occur during the school year nor can we list everything that is inappropriate and therefore unacceptable. Therefore, SCCA reserves the right to make clarifications and changes at any time that are in accordance with the standards of the scriptures and our school.*

**UNIFORM AND DRESS POLICY AGREEMENT**

I have read the policies of Sugar Creek Christian Academy concerning dress and understand that these rules and procedures are in place to ensure that SCCA is a place where students are safe, accepted, encouraged, disciplined, and trained. I realize that SCCA will strictly enforce these rules and policy. I hereby give authority to the teachers and administrators of SCCA to discipline my child according to this code. I also agree to uphold this policy to my child(ren) by not promoting and encouraging rebellion and disobedience to these rules.

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Signature of Parent or Guardian

Date

## **DRESS CODE FOR MALE STUDENTS**

SCCA follows a **uniform policy**.

The dress code at Sugar Creek Christian Academy applies to all programs sponsored by the school. Its purpose is to create an environment that promotes the development of character qualities laid forth in the Holy Scriptures. We believe dress should be governed by the following principles:

- V. MODESTY-** Individual's dress should be that attention is not drawn to the body. Clothing designed to attract attention is both distracting and ungodly. Students are to dress with purity in mind. Formfitting garments, revealing necklines, short skirts, tops that expose the midriff, see through materials, sleeveless shirts, and shorts are not permitted.
- VI. SAFETY-** Certain styles of clothing or types of shoes can cause injury. For this reason flip-flops and opened toed shoes are not permitted.
- VII. HYGIENE-** A part of student's education is the science of health and its maintenance. There are basic principles that promote health, sanitation, and the prevention of disease. For this reason students should wear appropriate shoes and undergarments and maintain a clean and neat appearance.
- VIII. APPROPRIATENESS-** Students should live and exemplify then standards and principles taught in the Bible and in the school therefore clothing which promotes immoral themes, satanic symbols, secular music, pop culture, or sports teams are not to be worn at school or school functions.

*Therefore, we enforce strict adherence to the following policy for all male students.*

**Tops-** Male students must wear a solid color polo style(collar) shirt at all times. These shirts are to be:

1. Solid color. No designs, stripes, prints, logos, emblems, etc
2. long-sleeve or short sleeve
3. embroidered on left side with SCCA Logo
4. In good condition. Not faded, stretched, torn, etc.

*These polos can be purchased at the retailer of your preference. Parents can also have shirts embroidered independently.*

**Bottoms-** Male Students can wear the following types of bottoms. **NO SHORTS ARE PERMITTED.**

1. Full length Blue, Grey, or Black dress pants.
2. Full length Khaki pants
3. No jeans or jean skirts

*Pants can be purchased by the parent independently but must adhere to the dress code.*

**Shoes-** Flip-flops and opened toed shoes are not permitted.

Tennis shoes are acceptable except those displaying obscene material.

**Jewelry-** Male students are not permitted to wear earrings or excessive jewelry.

**Body Piercing-** No body piercing is permitted.

**Hairstyles-** A man's life should reflect an attitude of self-control and prudence and should demonstrate a pattern of good works. (Titus 2:6,7). Therefore, young men attending SCCA must be neatly groomed at all times. Hair should be neatly cut, short enough so as not to be shaggy or bushy, may not cover the eyes in the front, nor the shoulders in back. Unnatural-looking, dyed hair, hair that displays more than one color at a time, "faddish cut" hair (such as lines cut in the hair, chopped, spiked, mohawks, etc.), or other hair styles as determined by the Administration are not permitted.

**Accessories-** Sunglasses, hats, picks, bandanas, wraps, or scarves are not permitted to be worn at school unless approved by the administration.

**PLEASE NOTE THE FOLLOWING:**

- Uniforms are to be visible. Wearing sweatshirts and sweaters over the top of uniforms will not be permitted. If in a rare circumstance a student is still cold they may put on the uniform jacket. These coats/jackets can be purchased from the school.
- Students are permitted to wear a plain white, blue, or black shirt underneath their uniform shirt. These shirts must not have any writing on the sleeves or any writing or picture visible through the uniform. Turtlenecks are permitted. Hooded sweatshirts are not to be worn under uniforms.
- Polos can be purchased by the parents from the retailer of their choice. All items in the Frenchtoast catalog with the exception of shorts, skorts, and skirts that are above the knee have been approved by the school board and you can pick up a catalog in the office. As stated above pants must be of “dress quality”. *No sweat pants, stretch pants, or denims* are permitted. We also ask that dress pants have no stripes or designs but be solid in color.
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4<sup>th</sup> offense- Conference with student and parent to discuss noncompliance and possible suspension or dismissal.

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Signature of Parent or Guardian

Date

## **SCCA SCHOLARSHIP FUND** **AND SPONSORSHIP PROGRAM**

All Applicants Please Read the following:

- The SCCA Scholarship fund and Sponsorship Program exists to help families afford the cost of tuition to SCCA. Money donated is used specifically for the purpose of assisting families with tuition.
- Financial aid is awarded to families based on yearly family income.
- There are several types of scholarships and sponsorships available. The amount of financial aid available for SCCA families depends on the amount of money donated by individuals, churches, and businesses.
- Several specified Full scholarships are available. Money for these scholarships will be awarded separately based on the criteria set forth by the particular scholarship.
- Only families who fill out the Financial Aid Application and submit a copy of their most recent tax form will be eligible for financial aid.
- All scholarships and sponsorships will be awarded during the month of August prior to the first day of school.
- Families are not guaranteed to receive financial aid by simply applying.
- All forms and information submitted in this application will remain confidential and will only be viewed by the school board and the administrator.
- All financial aid will remain confidential between the school board and the recipients.

Dr. Michael Long  
Administrator

# SCCA Financial Aid Application Form

2020-2021

Student(s) Name	Age	Grade Entering
1.		
2.		
3.		
Mother's Name	Occupation	Yearly Income
Father's Name	Occupation	Yearly Income
Please list any other income for the family.		Amount per year
<b><u>Total Yearly Family Income</u></b>		
Is your church or any other institution helping your family pay tuition? If yes, please specify.		
Indicate the payment plan you have chosen to pay tuition.		
Yearly	Semester	Monthly
Please list any other considerations you feel the board should know about your need for scholarships.		

I hereby state that all information provided above is true. I also understand that in order to qualify for scholarships that I must provide copies of recent tax documents as well as this application. I realize that by being dishonest on this or any other form I forfeit eligibility for all scholarships and possibly enrollment for my child(ren) in Sugar Creek Christian Academy.

Signature

Date

**PRIVACY STATEMENT**

**ALL INFORMATION SUBMITTED TO SCCA IN THIS FORM WILL BE CONFIDENTIAL.**

**ONLY MEMBERS OF THE SCHOOL BOARD AND THE ADMINISTRATOR WILL HAVE ACCESS TO THIS INFORMATION.**



# **SUGAR CREEK CHRISTIAN ACADEMY**

## ***TECHNOLOGY and SOCIAL MEDIA POLICY***

Sugar Creek Christian Academy exists to glorify God by providing quality, Christ-centered education that will nurture students to become spiritually minded, academically versed, socially balanced, and equipped to make a positive impact in their community to the glory of our Lord Jesus Christ. This goal provides direction in all that we do at Sugar Creek, including making the highest and best use of the tool we call technology. With this in mind, we believe the redemptive work of Christ permeates our entire life, including our digital life and that use of the following policy will assist in equipping our students to honor God and protect this ministry.

### **Cell Phones**

Students may bring cell phones to school but they are expected to be turned into the teacher upon entering the building. Cell phones are not permitted to be carried on their person. **Any student caught using their cell phone during school hours will have their phone confiscated.** Phones confiscated by staff will require the parent to pick the phone up from the school office. **If a student has an emergency, they must use the office phone to call home.**

### **Internet Usage**

**STUDENTS** will be held accountable for all content including messages, comments, pictures, and any other material that appears on any form of social networking website, email, or messaging feature before, after, or during school (both on and off campus). Unacceptable postings on social media include but are not limited to:

- profane and inappropriate language
- posting of inappropriate song lyrics
- posting of inappropriate images, pictures, graphics, etc.
- inciting school disharmony
- liking, re-posting, or sending any inappropriate activity.
- videoing or taking pictures of a student/staff/faculty without their expressed consent.

Students should not access social media during the school day. Content posted should be in keeping with a Christian testimony. Pictures and video should not be taken or posted during school hours. Students who are guilty of posting or sending inappropriate messages, material, or sexual pictures will be suspended and/or expelled from school. Students may not post pictures or videos taken at school to social networking sites without permission.

### **PARENTS are required to join SCCA staff in setting a good example for our children by....**

- Demonstrating courtesy and respect for staff, other parents and pupils when comments are placed on social networking sites.
- Using appropriate language when discussing school.
- Addressing any issues or concerns regarding school, directly with Administration and Staff rather than posting them on social media.

### **PARENTS are required to join staff in setting a good example for our children by not....**

- Using social network sites to make derogatory comments or posting photographs which could bring staff into disrepute, including making comments about pupils, parents, other staff members, the administration, or the church.
- Posting photographs of other people's children on social network sites without their permission.

### **Cyberbullying**

Sugar Creek Christian Academy is committed to ensuring that all of its staff, administration, and students are treated with dignity and respect. Bullying and harassment of any kind will not be tolerated. Cyber-bullying methods could include text messages, emails, phone calls, instant messenger services, circulating photos or video clips or by posting comments on web sites, blogs or in chat rooms.

I have read the Use of Technology and understand that these rules and procedures are in place to ensure that SCCA is a place where students are safe, accepted, encouraged, disciplined, and trained. I realize that SCCA will strictly enforce these rules and procedures and also agree to the use of this policy.

---

Signature

Date

## **Attendance Policy**

### **General Requirements**

The Ohio Revised Code contains laws that require students to attend school for a given amount of time each day and a certain amount of days per year. **Parents are required to enforce these laws.** Schools in good faith are obligated to provide a program that allows parents to meet this law. Sugar Creek Christian Academy requires that a student may not be absent more than 10 days in either semester not to exceed 20 days per year without incurring academic penalty. This policy may be waived for an extended illness validated by a physician's signature and approved by the administration. SCCA believes that regular attendance is essential for the success of each student. Parents of children attending SCCA should note that attendance is a major part of their child's success and is therefore a requirement to receive academic credit at SCCA. For this reason SCCA has adopted the following attendance policy.

*The following procedures and guidelines will be strictly enforced by the administration of SCCA:*

All absences are classified into 2 categories: Excused Absences and Unexcused Absences

Excused absences will be defined as follows:

**1. Personal Illness / Medical or Dental Appointments**

A doctor's excuse must be presented to the school in order for an absence to be considered excused. (Parents are encouraged to schedule doctor and dental appointments after school hours.)

**2. Death of a relative**

The absence arising from this condition is limited to 3 days unless other arrangements have been made with the administration.

**3. Emergency Circumstances**

The judgment of the administration constitutes a valid and sufficient cause for the absence.

**4. Prior Arrangement with Administration**

Parents or guardians have made arrangements through the Administrator

*All other absences from school are considered unexcused.*

Any SCCA student is permitted only 20 days of excused and unexcused combined absences during each academic year. Students who miss more than 20 days in one academic year will be required to repeat the year or under some circumstances other arrangements such as summer school may be available. The decision concerning placement of a student due to excessive absences shall be made by the administration on an individual case basis.

### **Late Arrivals**

Many times students must come to school later in the day due to appointments and other circumstances. Parents should attempt to schedule all such appointments after school hours if possible. However, in cases where students arrive to school late the guidelines for excused absences will apply. Students arriving late but before lunch may be counted for ½ day absence and students arriving after lunch may be counted absent for the entire day. Students must check in at the office before going to class.

### **Early Dismissal**

There are circumstances when students may need to leave school before 3pm. In these cases parents must enter through the office to sign the student out. Students can only be signed out by someone listed on their approved medical form. A staff member will then get the student from class. Students leaving before lunch may be counted absent for the entire day and students leaving at lunch or after may be counted for ½ day absent. If a student drives to school a parent should notify the school by telephone and send a note to the supervisor with the student. The students will sign themselves out in the office before leaving. Students must never leave school grounds without permission from the parent and school administration.

### **Tardiness**

Promptness is a measure of school citizenship. School officially begins at 8:30am daily. Students arriving late disrupt their classrooms as well as the entire school. Daily tasks such as lunch counts and attendance are made very difficult by tardy students and late arriving students cause delay and disruption in classroom procedure which directly affects the educational environment of our school. For this reason, students arriving to school after 8:30am must first report to the office and check in. The student will then be given a tardy slip so that they may report to class. Only tardiness due to automobile trouble or illness will be considered excused. Students who accumulate 5 unexcused tardy slips will be counted absent for 1 day.

**Five unexcused tardy slips constitute one absence.** Consistent tardiness is an indication of a more serious problem, which may result in a conference with parents and school administration.

### **Intervention Procedures for Violations**

Parents will be asked to meet with school officials after the following violations are made:

- 3 consecutive days with unexcused absences
- more than 5 unexcused absences in a grading period
- more than 10 absences in a semester
- more than 10 unexcused tardy slips in a grading period
- 15 combined absences

### **SCCA ATTENDANCE POLICY AGREEMENT**

I have read the Attendance Policy of Sugar Creek Christian Academy and understand that these rules and procedures are in place to ensure that I meet my obligations concerning my child's attendance and that SCCA meets its obligation to provide a quality education for all students. I realize that SCCA will strictly enforce these rules and procedures. I hereby give authority to the teachers and administrators of SCCA to discipline my child according to this policy. I also agree to accept responsibility for my child's school attendance.

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Parent or Guardian Signature

Date