

Cornerstone Christian Academy

3000 Scotty Hill Road
Fayetteville, North Carolina 28303
910-867-1166

Touching the Heart... Reaching the Soul

A WORD OF WELCOME

Dear Parents and Students:

Welcome to the Cornerstone Christian Academy family! We are glad you have chosen CCA and will do our best to make these coming academic years rich and rewarding for your family.

This handbook is designed to help you and your student transition into our school easily and happily. Please feel free to consult us about any questions you may have.

*Greg DeBruler,
Administrator*

THE ACADEMY

Cornerstone Christian Academy, as a ministry of Cornerstone Baptist Church, was begun in 1970 by a group of dedicated individuals who, under the leading of God, felt a strong need to have a Christian school in their community. They desired a school that would not only meet the needs of those in their church, but would reach out into the community to assist those families who desired excellence in academic, spiritual, emotional, and physical training for their children.

Cornerstone Christian Academy is a member of the North Carolina Association of Christian Schools and its parent organization, the American Association of Christian Schools. Through this association we are able to have consistent teacher training to keep our faculty and staff abreast of current methods and materials. CCA is officially recognized by the Non-Public School Division of the State of North Carolina and complies with their standards. Our school has been judged a Tier One School by the United States military.

In an age dominated by humanistic philosophies, our standards of conduct and enforcement are based on reasonable interpretations of the Bible, our final authority in faith and practice. Our consistent efforts are toward saturating the minds of the students with biblical values and lessons.

We desire to prepare each student for their chosen future by providing a balanced atmosphere with caring, well-trained teachers and staff. We strive to offer students many opportunities for growth in all aspects of their lives. This includes challenging students to work independently and to think for themselves as they build convictions that will stand under the pressure of our modern culture. It also means providing our students with opportunities to develop an appreciation for fine arts, wholesome desires and discretion in physical recreation, and appreciation of our country and its freedom.

This is a challenging task, but we are dedicated to reaching these goals in the lives of each of our students.

Cornerstone Baptist Church and Christian Academy has a racially non-discriminatory policy and, therefore, shall not discriminate against members, applicants, students, and others on the basis of race, color, or national or ethnic origin.

We believe the whole Bible, from Genesis to Revelation, as the verbally inspired, inerrant, infallible word of God. The translation that we ask all students to use in the school is the King James Version.

We believe that there is one God, eternally existent in the persons of the Father, Son, and Holy Spirit.

We believe in the deity of our Lord Jesus Christ and that He is God come in the flesh.

We believe that Jesus Christ was born of Mary, the Virgin, and that He lived a perfectly sinless life.

We believe that Christ died on the cross for the redemption of lost souls through His blood, and that placing one's faith and trust in Christ is absolutely necessary for admittance into heaven.

We believe in the bodily resurrection of Christ from the grave on the third day after His crucifixion, and His ascension back to Heaven.

We believe in the personal, visible, and bodily return of Christ to this earth.

We believe in the personal ministry of God's Holy Spirit in each and every Christian to help us live the Christian life.

We believe that God has ordained the local church for the spreading forth of the gospel to the world and the discipling of His people after salvation.

Parental Opportunities

Our Academy encourages the active participation of our parents and guardians in the work of educating our young people for the great future that lies before them. Through parental volunteers, CCA is able to offer more opportunities to its students. There are many opportunities for participation available.

Special Office Projects
Room Mothers
Fund-raiser Volunteer
Thanksgiving Dinner Helper
Field Trip Chaperons
Sports Volunteer

This list is in no way exhaustive and the administration welcomes input from parents.

Parental Guidelines

To be fair and orderly to all parents, the Academy has established guidelines for all parents and guardians.

1. Anyone arriving on campus is asked to go directly to the office, not to the classroom. Any deliveries for students should be taken to the office. This is for the safety of the student.
2. In order to assist in the communication between the student, parent, and teacher, it is the expectation of the Academy that the homework journal be signed every night that homework is given, indicating the homework has been done.
3. Parents are asked to be supportive of their student's active participation in spiritual and national patriotism.
4. Parents are expected to support special school events such as school trips and field trips; graduation ceremonies and rehearsals; school plays, concerts, and programs; and school parties or other major events.

5. The natural parents or legal guardians may review their student's personal records upon request. The Academy will follow all state and federal privacy regulations.
6. Students will only be released to individuals noted on the child's pick-up form. If the parent wishes for an alternate person to pick-up a child, the parent must indicate this in writing prior to the time of pick-up. The alternate pick-up will need a driver's license or proper ID to show the staff before the child can be released. This is for the safety of our students.
7. Parents are expected to refrain from any inappropriate words, actions, or attitudes directed toward any student, faculty, staff, administration, or other parent.
8. No weapons, ammunition, illegal or controlled substances (drugs or alcohol), or inappropriate literature should be brought on campus.
9. Parents should not leave elementary students unattended at school events such as ball games or programs unless the student is an active participant at the event. CCA staff will not be responsible for any student left unattended.

General Information

Admissions

To apply for admission to Cornerstone Christian Academy, the parent/guardian must fill out an application for their student, submit a copy of a recent standardized test results and previous academic records, and have a parent/student interview with the administration after they and the student have read the handbook. (2nd-12th grade interview is mandatory, while pre-school through 1st grade is at the discretion of the administration) After the process is complete, the parent/guardian will be contacted regarding the student's status. Because of our aggressive curriculum, Cornerstone reserves the right to administer placement tests to any applicant. Please see the business office for the cost of the placement test fees.

Parents, along with fourth through twelfth grade students, are required to sign a statement of cooperation expressing their support of the school's program.

In order to prevent spiritual confusion in the minds of students, Cornerstone Christian reserves the right to refuse admission to any student from a family who cannot be supportive of the major doctrines that will be taught at the Academy.

A student may be expelled later in the school year for parental or student misrepresentation of the truth during any part of the admissions process.

Applicants who have a former record of aggressive or violent behavior or expulsion will not be accepted. Applicants who have a former record of suspension will be considered on a case by case basis.

Academic Information

Grading Criteria

93-100	A
85-92	B
77-84	C
70-76	D
69 and below	F

Curriculum

The Curriculum of Cornerstone Christian Academy consists of the A Beka Book Publications and Bob Jones University Press. Our curriculum is academically aggressive, God-centered, and Bible-based.

In the Junior / Senior High, CCA offers AG, Honors, and AP courses.

Homework

We believe that homework is an important part of the academy program. Homework is given for remedial and reinforcement purposes.

Occasionally special projects will be assigned. Parents are expected to fully support and cooperate to assure that homework assignments are completed by the student.

Report Cards

Students receive report cards on a nine-week schedule. Parents are expected to contact the teacher for a conference concerning student progress. All grades resulting in a *D* or *F* must have a conference. All report cards should be signed and returned to the teacher.

Progress Reports

In the middle of each nine-week grading period, a progress report may be sent home to indicate the student's academic progress or needed improvements, attitudes, and cooperation. A grade of *D* or *F* will automatically receive a progress report.

National Testing

The Stanford Achievement Test is given each year for students in K5 through twelfth grade. Students who are absent or miss the test will be charged a late test fee. Students are required to make up all missed tests.

The PSAT is recommended for all ninth and tenth graders. However, it is required for eleventh grade. A fee will be applied to the bill for this test.

The SAT and ACT are not given at the Academy; however, the registration material may be obtained from the high school guidance counselor.

Attendance

Class attendance is necessary for any student to receive a good education. Attendance at every class session is of utmost importance. We urge students to be present in each class unless circumstances absolutely will not allow this. Staff, parents, and students alike must realize that absences directly affect the learning progress and grades. Therefore, great emphasis is placed upon a student's class attendance.

Absences

1. Sickness for less than three days needs only a written excuse from the parent. Absences for more than three days requires a doctor's verification. Exceptions to this will be childhood diseases.
2. Absence because of the death of an immediate family member will be excused.
3. If a parent needs to take a child out of class, the release of the student must be made through the office.
4. When a child returns to school, a written note from the parent must accompany the student, stating the following: date, reason of absence, parent's signature.
5. If an elementary student is absent for more than ten days during the year, his promotion to the next grade is jeopardized. Another ten days is allowed if accompanied by doctor's excuses. Any elementary student missing more than ten days (no doctor's note) or a total of more than twenty days (even with a doctor's note) will be expected to attend summer school to be promoted.
6. If a junior high/senior high student misses more than ten class periods in any full-credit subject, per semester, that student will have to attend summer school to be able to receive credit for that subject. Any student missing more than five class periods in any half-credit class, per semester, will not receive credit for that subject.

Approved Absences

The purpose of approved absences is to allow students to miss class for activities other than a doctor's appointment, sickness, or funerals.

1. Students are allowed a limit of five approved absences per year.
2. Approval must be arranged through the administration.
3. Approval must be requested a minimum of two days in advance.
4. Approved absences cannot be taken during exam or program weeks
5. Failure to follow these guidelines will result in unexcused absences. Work missed may not be made up and will result in a grade(s) of zero.

Tardy to School

1. Tests and quizzes missed during unexcused tardies cannot be made up and will result in a grade of zero.
2. Three unexcused tardies will equal one day of absence.
3. All tardies, whether excused or unexcused, will be recorded on the report card.

Attitude

All students are to maintain a Christ-like attitude at all times. Constant or repeated complaining, repeated violation of rules and regulations, criticizing, griping, or sullenness will not be tolerated. Making light of Bible classes, chapel programs, or guest speakers will be considered rebellion. No student will be permitted to ridicule or mock other students, school rules, or personnel. If improper attitudes persist after parents have been contacted, probation, suspension, or expulsion may result. A proper Christ-like attitude prevails only as we give ourselves to consistent daily devotions and prayer.

A student or parent of a student, who does not cooperate or agree with the purpose and program of the school may not be admitted or allowed to remain in school.

Chewing Gum

Gum chewing is not allowed during school hours or while in BASC.

Child-Care—Before / After School Care (BASC)

Child-care prices are not determined by the hourly usage. All BASC students must be registered with one of the BASC payment plans. The child-care regulations are specific concerning health and personal records; therefore, only registered children may use the child-care.

A late fee is charged to the account of all daycare students who are picked up after 6:00pm.

Childhood and Communicable Diseases

If a student has a childhood disease (such as chicken pox) or is suspected of having a communicable disease (such as ringworm, pink eye, poison

ivy, etc.), we request that the parent keep the child at home until such time as the a doctor informs the parent that the disease is no longer communicable. In the case of a communicable disease, a doctor's note is required to re-enter school.

A child who has a fever, diarrhea, or is vomiting may not be brought to school.

The Academy may conduct a head check for lice. If lice are found, the child cannot return to school until the problem is solved.

Classroom Conduct

1. Students are to be completely prepared with all books and material when class begins.
2. Students are to be respectful at all times in and out of class, addressing teachers by their full names.
3. Griping will not be tolerated.

Emergency School Closings

School closings will be broadcast on WTVD, Channel 11; Durham (Cable 11); WRAL, Channel 5; Raleigh (Cable 3); and radio station WFNC, 640AM as early as possible.

Financial Information

Financial rate sheets are available in the office. Tuition may be paid by the year, semester, or in ten or twelve consecutive monthly payments. Tuition not paid on schedule by August 1 may result in a student's loss of placement on the enrollment list.

All monthly payments are due on the first of the month. Payments that are ten days past due incur a late fee of \$25 per month. Parents who let their accounts become past due for any length of time should contact the office to discuss the matter and make alternative arrangements for payment. An account past due thirty days or more without satisfactory arrangements for payment may result in refusal to allow a student to attend class until the account is paid in full. All records and report cards are withheld until all tuition costs, fines, and fees are paid.

The Academy does not refund resource fees, tuition, or registration fees. There is a \$25 penalty for all returned checks.

The charges for the year are not determined by usage of school during any given month. When a student is enrolled, parents must pay the entire monthly amount of the tuition, even if they personally decide not to use some of the services offered.

A parent may wish not to participate in Academy fund-raisers. This, of course, is at the discretion of the parent. However, the parent must also realize that fund-raisers are one of the main ways we are able to keep our tuition and other charges very low. The proceeds go to cover the cost of many items that tuition does not cover. The fund-raisers are crucial to the Academy's ability to offer new buildings, renovation of school buildings, new equipment for the classroom, and other improvements for the sake of the children. Because of this, the parent who wishes not to participate will be billed \$40.00 at each major fund-raiser in which their child does not participate.

Field trips are charged separately from the normal billing by the Academy. Academy field trips are not optional and students must attend.

A complete listing of all financial information and fees is available at the office.

Fine Arts

The appreciation of fine arts is important to a well-rounded education. It is our goal not only to instill in our students an appreciation for art, music, speech, and literature, but also to give them opportunities for personal growth in each one of these areas. All students are encouraged to take part in the fine arts areas.

Speech classes, including drama, oral interpretation, and public speaking are offered.

Piano (class and private lessons), band, and other private and class instrumental instruction are available. Students with musical ability and interests are encouraged to participate.

Choir and private voice instruction are offered on the elementary and secondary level.

Dramatic productions, holiday musical programs, fine arts competitions, and festivals give students opportunities to perform or compete.

Gymnasium

The Gymnasium is off-limits for personal use before and after school unless an authorized adult is present.

Hours

Normal Academy operating hours are 8:00am-3:00pm. Children may not arrive at school earlier than 7:30am nor remain later than 3:15pm unless they are involved in an organized school activity.

Any children registered in BASC may arrive in daycare as early as 6:00am. These students must go immediately into daycare.

All students arriving between 7:30-7:45am must go to the cafeteria where a teacher will be on duty. Students will be dismissed from the cafeteria to the classroom at 7:45am.

Students picked up late, after 3:15pm, will be charged for late stay service charge. The charge is \$5 for each hour or any part of that hour, beginning at 3:15pm. If late pick-ups become consistent, parents will be asked to place their student in BASC full time.

If a member of the family stays late to participate in an approved activity, other family members must still be picked up on time.

Normal business office hours are 7:30am to 4:00pm.

Lost and Found Items

Lost and found is located at the school office. Items may be claimed for 25 cents per item. Any items that are not redeemed weekly will be discarded. The school encourages students to mark all personal items brought to school.

Medication

All medication, whether prescribed or over-the-counter, must be brought to the school office, where it will be kept and dispensed by the school secretary. Please label all items with the child's name, grade, special instructions, and the dates the medication is to be dispensed to the student.

Music

Ungodly music can have a detrimental effect upon young people physically, emotionally, and spiritually. Therefore, we urge our students not to listen to worldly music and request that it not be played at functions where Cornerstone Christian students are present (i.e., private skating parties, birthday parties, etc.).

Non-School Sponsored Activities

Cornerstone Christian Academy will not be responsible for any party or social activity of which the school does not sponsor.

Prohibited Items

Radios and other personal listening devices, music CDs or tapes, toys or games, playing cards, tobacco products, matches, alcoholic beverages, narcotics, books or magazines unrelated to classroom work, knives, guns, explosives, lighters, or any and all weapons are not allowed on campus. Possession of any of these items may result in expulsion. (Books brought to school must be checked by the student's English teacher.)

Questions and Concerns

We want you to know everything we are trying to accomplish with your child, and your calls and questions are welcome. If a problem or question arises concerning an individual child, please contact the teacher promptly. If the question or concern is not resolved to the parent's or teacher's satisfaction, the question or concern should then be directed to the Vice-principal. (If there is no Vice-principal, the matter should then be directed to the Administrator.) If the question or concern is not resolved on the Vice-principal level, the matter can then be addressed to the Administrator (Principal). If necessary, the matter can then progress to the Pastor and then to the School Board.

School Property

The appearance and care of Cornerstone Christian Academy are part of our testimony. Students are expected to help take good care of the facilities and property. Students are expected to pay for any damages for which they are responsible.

Student Relationships

Students should not be alone in any area of the campus. **There should be no physical contact between students.**

Telephones

The Academy telephones are for business use only. Phones in the classrooms are strictly for faculty/staff use.

Cell phones should never be in a classroom or turned on during school hours.

Withdrawals

Arrangements for withdrawal of students must be made by the parent or legal guardian at the business office. Each student who withdraws early will be assessed a \$500.00 withdrawal fee. (The only exceptions are military reassignment or an administrative request for student withdrawal.) At the time of withdrawal, all account balances must be paid and all school property returned before transcripts and other records can be released.

KINDERGARTEN AND ELEMENTARY POLICIES

Preschool/Kindergarten

Academics

Our preschool is a fully academic program including numbers, writing, and phonics.

Age Requirements

K3 students can be pre-enrolled, but cannot actually attend school until their third birthday and they are potty trained.

K4 and K5 students must reach the appropriate age for their respective classes by the October 16th cut-off date.

Enrollment

All kindergarten students are accepted on a forty-five day trial period, starting the first day of school, to determine the maturity level of the student. A parent may be asked to withdraw a student for aggressive behavior to other students or faculty; for lack of “potty training;” for unresponsive behavior to requests or commands from the faculty; for refusal to participate in classroom activities; or uncontrollable behavior, such as screaming, biting, spitting, etc.

Elementary (K5-5th Grade)

Conduct and Discipline

We believe parents and teachers must cooperate fully with one another. Anything done or said which tears down respect and confidence for either will harm the child. Parents should quickly take any misunderstanding to the teacher. Should the problem remain unsolved, the parents should then feel free to consult the Vice-principal or administrator if there is no Vice-principal.

Good behavior comes from the heart and must not be mere conformity to man-made regulations. While making rules to cover every type of infraction is impossible, the following rules need to be observed.

1. Proper respect must be shown to the administration, faculty, staff, and other students.
2. Improper speech, vulgarity, profanity, and lying are not acceptable conduct.
3. Mutilation and destruction of school property are considered a serious matter, and students will pay for any damages.
4. Running, shoving, yelling, and other undue boisterousness or “horseplay” are considered out of order.
5. Stealing and cheating are considered very serious and may subject the student to immediate dismissal. Students should respect the privacy of other students’ desks and property. Using or having other students’ books or possessions without permission are serious offenses that may be considered as intent to steal.
6. Failure to follow instructions is not acceptable.

Failure to follow the standards of conduct mentioned above will result in consequences of some form. As each student progresses from grade to grade, the expectation is that each student will become more responsible for their actions and behavior as they grow older and become more mature. For that reason, the discipline system in the elementary grades is designed to meet the maturity level of the student at that time, while endeavoring to help the student progress to the next level of maturity. The options for the form of discipline will be determined by the severity of the offense as well as the grade of the student. Demerits may be given in the upper elementary. See Minor and Major offense demerits on page 23.

When a student has accumulated 5 demerits in minor offenses or committed any major offense, the student will be required to serve an after-school detention (3:15pm-4:00pm) the day after the parent has been notified. Specific work will be assigned that must be completed before a student can return to class. After the detention has been served and all work has been completed the minor offense demerits will be erased from the student’s record.

Major offense demerits will be dealt with on a case by case basis and will not be removed from the student’s record.

Chapel

Chapel services are held weekly in the church auditorium. In addition, special chapel services and all-school assemblies will be held at various times throughout the year. These special services will be an excellent opportunity for inspiration and spiritual growth. Parents are always invited to chapel services.

Dress Code

While we realize that the Bible does not specifically tell us how we should dress or how our hair should be cut, it does give us some principles to follow. In light of these principles, we must set an institutional standard for our school. Our intention is not to say that a Christian who fails to meet our standards is sinning, but only that our students must meet this standard in order for us to be consistent in our enforcement. Some general scriptural guidelines for dress are as follows:

1. Modesty (I Timothy 2:9; II Timothy 2:22)
2. Distinction (Deuteronomy 22:5; I Cor. 11:14-15)
3. Identification with the Lord and not with the world (I Tim. 4:12; Rom. 12:1-2; I John 2:15-16)
4. Appropriate dress for the occasion (I Cor. 14:40)

Girls

Elementary students will wear Cornerstone T-shirts or Cornerstone polo shirts each day with the exception of chapel day.

Female students may wear slacks, but they must be dress slacks, not casual or knit slacks. The slacks must be loose fitting, not hugging or outlining any part of the body. Slacks may not have external pockets or pocket outlines. Slacks may not be frayed or have holes. If a parent has any questions about the style of slacks, please consult the office.

Only “Cornerstone wear” may be worn into class as an outer garment.

For chapel, students should wear a Cornerstone polo shirt and skirt or jumper, or a dress.

Dress or skirt length must not rise above the middle of the kneecap, either standing or sitting.

Clothing should not be tight fitting, immodest, or have holes.

Because our students play outside or in the gym every day, and participate in PE during the week, only closed-in shoes should be worn. Socks and shoes should be worn at all times. No “wheeled” shoes, please.

Elementary students are encouraged not to wear large or excessive jewelry. Jewelry should be conservative. Toe rings and ankle bracelets should not be worn. Female students may wear only one earring in each ear. That earring must be in the lower lobe of the ear. Students should wear matching earrings. Earrings should be small and modest. Make-up is not considered appropriate in elementary school.

Hairstyles should be reasonable and may not be shocking or bizarre. The color of the hair also must be a natural shade of your own original hair color. Natural colors are shades of brown, black, blonde, and red. A student may choose to have highlights in her hair, but it should be blended and natural looking. If a parent has any questions about their student’s hairstyle or color, please consult the administration before making any changes.

If a student is in violation of the dress code, and the violation can not be rectified at school, the student will be sent to the school office. The student’s parent will then be called. The time the student spends out of class due to dress code violation is considered an unexcused absence.

Boys

Elementary students will wear Cornerstone T-shirts or Cornerstone polo shirts each day with the exception of chapel day.

Boys should wear dress pants; no jeans are allowed. Pants that are designed to ride low or lie off the hip are not acceptable.

Only Cornerstone wear may be worn in class as an outer garment.

Clothing should not be tight fitting, immodest, frayed, or have holes

For chapel, students may wear Cornerstone polo shirts or dress shirts. Ties are optional in elementary school.

Because our students play outside or in the gym every day, and participate in PE during the week, only closed-in shoes should be worn. Socks and shoes should be worn at all times. No “wheeled” shoes, please.

Hair must be off the eyebrows, ears, and collar. Hair must be well groomed at all times. Faddish, bizarre or unusual natured hairstyles are not acceptable. Dyed, bleached, two-toned colored hair or color different from one’s original hair color is not acceptable.

Boys may not wear jewelry, except watches.

If a student is in violation of the dress code, and the violation cannot be rectified at school, the student will be sent to the school office. The student’s parent will then be called. The time the student spends out of class due to dress code violation is considered an unexcused absence.

Field Day Dress

Girls Girls may wear loose fitting slacks, shorts to the knee, wind pants, culottes, capris, or skirts and a Cornerstone T-shirt.

Boys Boys may wear jeans, shorts to the knee, wind pants, or slacks, and a Cornerstone T-shirt.

The Academy reserves the right to change or introduce new dress code measures during the school year. The Academy reserves the right to make all final decisions concerning dress code.

Field Day

Field day is held each year for fun and exercise. Students compete in various outdoor events.

Homework

Homework will be given appropriate to each child’s grade level. Because homework is such a vital reinforcement tool, each student is

expected to have their homework complete, neat, and in on time. Failure to follow instructions will result in consequences to that student. Conferences will be called for students who habitually fail to get their homework in correctly.

Promotion/Retention

K5 students will be promoted upon successful completion of K5 course work and the recommendation of the teacher.

First through fifth grade students must have a yearly average of at least a D- in Bible, math, language/phonics, science, reading, and history for successful promotion to the next grade. Failure to meet these standards will result in retention pending successful completion of summer school with at least a D- grade. If the student has a failing grade for the year, he will need to attend one summer school session for each semester failed.

Science, Hands-On

This time of experimentation in the school science lab is not only helpful in developing understanding of book knowledge, but also a visual understanding of scientific principles as well. Students experience scientific experiments that will challenge them to love the physical universe that God has created.

Spanish, Elementary

The elementary Spanish program is provided to our elementary students to encourage their development of a foreign language and appreciation of other cultures.

JUNIOR/SENIOR HIGH POLICIES

Athletic Programs

Our athletic programs are designed to teach students to glorify the Lord in every aspect of life. Athletics can be very beneficial in developing many positive character traits. All students, regardless of their prior experience, are encouraged to participate in any or all of the Academy's sports teams.

Automobiles/Student Drivers

Students must obtain a Driver's Permission Form from the office which must be filled out and signed by the parent before administrative permission will be granted.

Students are not allowed to sit in cars before or after school, during the school day, or at any school function. A student must secure permission before going to his car during the school day.

Passengers of student drivers must have a written permission slip, signed by a parent, on file in the office.

Improper operation of vehicles on school property can result in the loss of driving privileges.

Conduct and Discipline

Demerit System

The discipline policy of Cornerstone Christian Academy is designed to help students learn to be obedient to authority (Romans 13:1-7) and to develop self-discipline (Philippians 4:8-9). The offenses are listed with their consequences/demerit value. While making rules for every situation is not possible, the following consequences will be practiced. During every year, unusual needs for discipline occur; therefore, the administration will always be the final authority in all matters of discipline. In an effort to separate childishness from foolishness, demerit offenses have been grouped into two categories—major and minor offenses.

Major demerit offenses will automatically incur an after-school detention the day after parents have been notified and will accumulate through the school year. Each time a major demerit offense occurs, the amount of demerits will be determined by the Administration.

Minor demerit offenses will be removed from a student's record after the detention has been served.

All demerits need to be signed by the parent and returned.

Demerit Offenses

Minor Offense		
Code	Type of Offense	Demerit
01	Failure to Follow Instructions	1
02	Unprepared for Class	1
03	Tardy to Class	1
04	Chewing Gum	1/3/5
05	Homework Not Completed	2
06	Dress Code Violation	3
07	Horseplay	5

Major Offense		
Code	Type of Offense	Consequence/Demerit
07	Cheating	5/10/25/60 (and 0 grade on work)
08	Defacing Church Property	5 (plus charge for repair)
09	Disrespect	5-60
10	Improper Conduct	5-60
11	Improper Speech	5-15
12	Unauthorized Absence	5
13	Unauthorized Cell Phone Use	10 (loss of privilege)
14	Lying	10-60
15	Music not complying with School Standards	15
16	Skipping Class/ School	25
17	Tobacco Use	25-60
18	Stealing	25-60
19	Weapons	25-60
20	Inappropriate Materials	30-60
21	Alcohol or Drug Possession or Use	60
22	Immorality	60

Demerit Appeal

Students who choose to appeal demerits must do so in writing through the school office by the end of business the next day. The student is not guaranteed that demerits will be reduced or taken away, but all appeals will be reviewed.

Parent Notification

When a student reaches a specific amount of demerits, the following procedure is followed:

5 demerits	A detention will be served for every 5 minor offense demerits received.
10 demerits	A letter is sent to parents informing them of the student's demerit total.
20 demerits	The student has a conference with an administrator, and a note is sent home to the parents.
30 demerits	There is a parent/administration conference. The student serves an in-school suspension.
40 demerits	The student is placed under disciplinary probation. See the section disciplinary probation.
60 demerits	The student is expelled and not allowed to return for one semester.

At each stage of infraction, the parents will be notified.

Detention

When a student has accumulated 5 demerits in minor offenses or committed any major offense, the student will be required to serve an after-school detention (3:15pm-4:00pm) the day after the parent has been notified. Specific work will be assigned that must be completed before a student can return to class.

Suspension

In-school Suspension—When a student's demerit level reaches 30, he will have to serve an in-school suspension. This suspension will take place after a meeting with the administration and after the parents have been notified. On the day of the suspension, the student will report to the school office, not to class. The student will be required to fulfill all academic responsibilities for the day missed, but will receive no higher than a C- for the work. The student will not be able to participate in any extra-curricular activities on suspension days.

Out-of-school Suspension—All students on disciplinary probation will serve an out-of-school suspension. See the section “Disciplinary Probation” for more information. The student will be assigned specific work which must be completed before the student may return to class.

Disciplinary Probation

1. The student is suspended for two days and must complete all class work for the two days missed, receiving no higher than a C- on all work.
2. No participation in athletics or other extra-curricular activities for a minimum of two weeks.
3. No holding of any school office.
4. The student must meet weekly for a conference with a member of the administration.
5. The student will also be assigned specific work which must be completed before the student may return to class.
6. At the end of two weeks if the student has not received any more major offense demerits, he may be eligible upon review by the administration to resume normal extra-curricular activities except holding a class or school office. Each time the student receives additional major offense demerits, he automatically is put on disciplinary probation until he has gone a minimum of two weeks without receiving any other major offense demerits.

Expulsion

Should expulsion seem likely, the parent will be called to come to the Academy for a conference. The Academy does not guarantee that this conference will take place before expulsion should immediate expulsion be necessary.

Conduct Away From School

Cornerstone Christian students are reminded that they represent the Lord and the school when they are on campus or away from campus. They are to be a good testimony to everyone who sees them. Cornerstone students represent the school every day of the year and will be disciplined for indulging in smoking, drinking, drugs, immorality, or pornography, even when the practice occurs away from the school. Upon notification and

investigation, appropriate consequences will be determined by the Administration.

Dress Code

While we realize that the Bible does not specifically tell us how we should dress or how our hair should be cut, it does give us some principles to follow. In light of these principles, we must set an institutional standard for our school. Our intention is not to say that a Christian who fails to meet our standards is sinning, but only that our students must meet this standard in order for us to be consistent in our enforcement. Some general scriptural guidelines for dress are as follows:

1. Modesty (I Timothy 2:9; II Timothy 2:22)
2. Distinction (Deuteronomy 22:5; I Cor. 11:14-15)
3. Identification with the Lord and not with the world (I Timothy 4:12; Rom. 12:1-2; I John 2:15-16)
4. Appropriate dress for the occasion (I Cor. 14:40)

Girls

Junior and senior high students will wear Cornerstone polo shirts with slacks or skirts each day and Cornerstone sweatshirts and T-shirts as directed. For chapel, students will wear a Cornerstone polo shirt and skirt or a dress. All clothing will be loose fitting and of an appropriate size.

All shirts will be tucked in and must stay tucked in until the student leaves campus or goes to their next activity (practice, ball games, etc.).

Female students may wear slacks, but they must be dress slacks, not casual or knit slacks. The slacks must be loose fitting, not hugging or outlining any part of the body. Slacks may not have external pockets or pocket outlines. Slacks may not be frayed or have holes. If a student has any questions about the style of slacks, please consult the office.

Dresses or skirt length or slits (in either a dress or skirt) must not rise above the middle of the kneecap when either standing or sitting. Dresses and skirts should be loose fitting and modest. Necklines should not be lower than two finger widths below the collar bone and should not be revealing in any way.

Only “Cornerstone wear” may be worn in class as an outer garment.

Hats should not be worn to class.

Shoes should be appropriate. Heels should not be higher than 2 inches from the floor to the bottom of the “shoe” at the highest point. Shoes are to be worn at all times. While sandals are permitted at school, casual flip flops or “shower shoes” should not be worn.

Jewelry should be conservative and should not call attention to parts of the body. Toe rings and ankle bracelets should not be worn. Female students may wear only one earring in each ear. That earring must be in the lower lobe of the ear. Students should wear matching earrings. Students may not pierce other parts of the body.

Hairstyles should be reasonable and may not be shocking or bizarre. The color of the hair must also be a natural shade of your own original hair color. Natural colors are shades of brown, black, blonde, and red. If a student chooses to get highlights, they should be blended and natural looking. If a parent or student has any questions about their hairstyle or color, please consult the administration before making any changes.

Makeup should be used conservatively. Unusual makeup patterns or makeup used for identification purposes are not allowed. Students are encouraged to wear makeup of a “natural” look.

Because every girl is not made in the same way, what may be modest on one girl may not be modest on another. Every individual is responsible to make sure that her clothes are modest.

If a student is in violation of the dress code, and the violation cannot be rectified at school, the student will be sent to the school office. The student’s parent will then be called. The time the student spends out of class due to dress code violation is considered an unexcused absence.

Boys

Junior and senior high students will wear Cornerstone polo shirts and pants each day and Cornerstone sweatshirts and T-shirts as directed. For chapel, students will wear a dress shirt and tie.

All shirts will be tucked in and must stay tucked in until the student leaves campus or goes to their next activity (practice, ball games, etc.).

Boys must wear dress pants. Baggy pants that are designed to ride low or lie off of the hip are not acceptable. Pants may not be tight fitting, immodest, frayed, or have holes.

Ties must be tied properly upon arrival to school and must stay on until the student leaves campus or goes to his next activity (practice, games, etc.).

Only “Cornerstone wear” may be worn in class as an outer garment.

Socks and shoes must be worn at all times.

Hats should not be worn to class.

Hair must be off the eyebrows, ears, and collar. Hair must be well-groomed at all times. Faddish, bizarre or unusual natured hairstyles are not acceptable. Dyed, bleached, two-toned colored hair or color different from one’s original hair color is not acceptable.

Young men are to stay clean-shaven. No beards or mustaches are allowed. Sideburns should not be below the bottom of the ear lobe.

Male students will not wear earring(s) in any part of the body or jewelry, except watches or class rings.

If a student is in violation of the dress code, and the violation cannot be rectified at school, the student will be sent to the school office. The student’s parent will then be called. The time the student spends out of class due to dress code violation is considered an unexcused absence.

Field Day Dress

Girls Girls may wear loose fitting slacks, shorts to the knee, culottes, capris, wind breaker pants, or skirts with a Cornerstone T-shirt.

Boys Boys may wear jeans, shorts to the knee, wind breaker pants or slacks, and a Cornerstone T-shirt.

PE Dress

Black wind pants or knee-length sport shorts with no designs.
White socks and tennis shoes. PE shirts will be issued the first day of class.

The Academy reserves the right to change or introduce new dress code measures during the school year. The Academy reserves the right to make all final decisions concerning dress code.

Eligibility for Extra-Curricular Activities

Eligibility to participate in sports or other school related extra-curricular activities is based upon academics, behavior, attitude, and compliance with the sport's rules.

1. Eligibility is suspended upon receiving 40 demerits.
2. Eligibility is suspended upon receiving two D's or one F at the end of any nine-week grading period. (Grades and major demerit offenses will be checked every two weeks to establish if and when a student may become eligible again.)
3. The administration may remove a student from the team at any time for behavioral problems.

Homework Infractions

Because successful homework completion is vital to a student's academic progress, students will have stenos to record their school homework and parents may view nightly assignments on the CCA website.

Each time homework is not done or completed for class, minor offense demerits will be given. All missed or incomplete homework is to be completed by the next class period.

Make-up Work

Students should make up all work (homework, class work, quizzes, tests, etc.) from an excused absence within two days of returning to school. For prolonged excused absences, the administration will determine what is the appropriate time frame to make up the work missed.

Physical Education

A written excuse from a parent or doctor is necessary to excuse a student from physical activities. All students must dress for PE class even if they have a written excuse.

Dress for PE class is noted in the section on HS dress.

Promotion/Retention

6th-8th Sixth, seventh, and eighth graders do not accumulate credits toward high school graduation. A yearly average of at least a D- is required in Bible, math, reading, English, science, and history for successful promotion to the next grade. Failure to meet these standards will result in retention pending successful completion of summer school with at least a D- grade. If the student has a failing grade for the year, he will need to attend one summer school session for each semester failed.

9th-12th At the high school level, a student will be classified according to the number of credits he has received. Any semester that a student does not achieve the required grade of at least a D- in any subject, the student must repeat that semester of that subject in summer school in order to fulfill graduation requirements.

Graduation Requirements

(according to the guidelines and requirements from the NC Dept. of Public Education and Cornerstone Christian Academy)

Content Area	Track I	Track II	Track III	Track IV
English	4 Credits	4 Credits	4 Credits Essential English	4 Credits Essential English
Math	4 Credits Algebra I/II; Geometry, Trig/Calculus	3 Credits Algebra I, Essential Math I, Essential Math II or Consumer Math	3 Credits, Essential Math	2 Credits Essential Math
Science	4 Credits Physical, Biology, Chemistry, A & P	3 Credits Physical, Biology, Essential Science I	2 Credits Physical, Essential Science I	2 Credits Essential Science I/ II
History	4 Credits PEL, World, American, Geography,	4 Credits PEL, Essential History I/II, American	2 Credits American, Essential History I	2 Credits Essential History I/II
Bible	1 Credit each year enrolled	1 Credit each year enrolled	1 Credit each year enrolled	1 Credit each year enrolled
Foreign Language	2 Credits in the same language	1 Credit		
Computer	1 credit	1 Credit		
Speech	½ credit	½ Credit	½ Credit	
PE/Health	1 Credit	1 Credit	1 Credit	1 Credit
Music	½ credit	½ Credit	½ Credit	
Electives		2 Credits	4 Credits	3 credits
Total Min. Credits	25	24	21	15

Tardy to Class

A student is considered tardy to class if he is not completely in his seat when the bell begins to ring.

Index

- Welcome, 2
- Academy
 - History, 3
 - Philosophy, 3
 - Objectives, 3
- Statement of Faith, 4
- Parental Opportunities, 5
- Parental Guidelines, 5
- General Information, 6**
- Admissions, 6
- Academic Information, 7
 - Grading Criteria, 7
 - Curriculum, 7
 - Homework, 7
 - Report Cards, 8
 - Progress Reports, 8
 - National Testing, 8
- Attendance, 8
 - Absences, 9
 - Approved Absences, 9
 - Tardy to School, 10
- Attitude, 10
- Chewing Gum, 10
- Child-Care, 10
- Childhood and Communicable Diseases, 10
- Classroom Conduct, 11
- Emergency Closings, 11
- Financial Information, 11
- Fine Arts, 12
- Gymnasium, 13
- Hours, 13
- Lost and Found, 13
- Medication, 14
- Music, 14
- Non-school Sponsored Activities, 14
- Prohibited Items, 14
- Questions & Concerns, 14
- School Property, 15
- Student Relationships, 15
- Telephones, 15
- Withdrawals, 15
- Kindergarten & Elementary Policies, 16**
- Preschool/Kindergarten, 16**
 - Academics, 16
 - Age Requirements, 16
 - Enrollment, 16
- Elementary K5-5th**
 - Conduct & Discipline, 16
 - Chapel, 18
 - Dress Code, 18
 - Girls, 18
 - Boys, 19
 - Field Day, 20
 - Homework, 20
 - Promotion/Retention, 21
 - Science, Hands-On, 21
 - Spanish, Hands-On, 21
- Junior/Senior High Policies, 21**
- Athletic Programs, 22
- Automobiles/Student Drivers, 22
- Conduct & Discipline, 22
 - Demerit System, 22
 - Demerit Offenses, 23
 - Minor Offenses, 23
 - Major Offenses, 23
 - Demerit Appeal, 23
 - Parental Notification, 24
 - Detention, 24
 - Suspension, 24
 - Disciplinary Probation, 25
 - Expulsion, 25
 - Conduct Away From School, 25
- Dress Code, 26
 - Girls, 26
 - Boys, 28
 - Field Day, 29
 - PE, 29
- Eligibility, 29
- Homework, 29
- Make-up Work, 30
- Physical Education, 30
- Promotion/Retention, 30
 - 6th-8th, 30
 - 9th-12th, 30
- Graduation Requirements, 31
- Tardy to Class, 31

Cornerstone Christian Academy

Home of the Cougars



3000 Scotty Hill Road
Fayetteville, NC 28303
910-867-1166

2006-2007