

MARANATHA BAPTIST ACADEMY

Parent - Student Handbook

A Ministry of

**Maranatha Baptist Church
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PARENT-STUDENT HANDBOOK

Dear Parents and Students,

On behalf of the administration and staff, let me welcome you to Maranatha Baptist Academy. We believe that loving and serving our Lord Jesus Christ results in God being glorified and our lives being blessed. It is our prayer that we can assist you and your child in a growing spiritual relationship with Him.

Maranatha Baptist Academy (MBA) is a ministry of Maranatha Baptist Church and was established in 1981. The curriculum emphasizes a Christian philosophy of life as taught by the Scriptures. Stress is placed upon learning strong moral principles and personal ethical standards. These time-honored traits are taught in every subject, throughout every class, and by every instructor. We also want to perpetuate the American ideas of freedom and liberty, placing emphasis on our cultural and historic heritage and responsible citizen training.

Our school is non-profit. We have classes for four-year-old kindergarten through senior high school. A traditional, basic educational program is offered with special emphasis placed on the Christian faith.

This handbook has been produced in an effort to keep the “lines of communication” open. We believe this handbook will make it easier for the parents and students to know what to expect from us and what we expect from you. You will be notified of any changes should we deem them necessary during the course of the school year.

Should a student or parent problem violate what we consider to be common Christian rules or etiquette, we reserve the right to deal with the situation as we see fit, even though no written rule was in force governing such behavior.

We take very seriously the responsibility of teaching your children. We sincerely hope and pray that every child who attends MBA will leave our school having gained the best education possible and having a burning desire to serve our Lord Jesus Christ with his whole heart. May the Lord help us work together toward that end.

Keith Carnahan
Pastor

PURPOSE

The object in building a private Christian school is to obey the Scriptural imperatives of Deuteronomy 6:6-7a, “And thou shalt love the Lord thy God with all thine heart, and with all thy soul, and with all thy might. And these words, which I command thee this day, shall be in thine heart: And thou shalt teach them diligently unto thy children.” and of Proverbs 22:6, “Train up a child in the way he should go.” Training for life must include training for eternity.

Attendance at this school is a privilege and not a right. The goals of this school are not to reform but to train Christian youth in the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity, and good citizenship. This school stands without apology for the old-time Gospel and the highest standards of morality and Christian behavior.

We strive to instill an appreciation for the importance of godly living in the heart and life of every student. It is for this reason that we find it necessary to have rules and regulations concerning the conduct and dress of our students. We recognize that not every parent who sends his children to MBA will share all of our convictions. It is important, however, that parents and students realize that in order to remain in the school, they must conform to school policy. Any student consistently out of harmony with the school will be asked to withdraw.

ARTICLES OF FAITH

Maranatha Baptist Academy is a ministry of Maranatha Baptist Church and holds to the Statement of Faith of Maranatha Baptist Church. A copy of the Statement of Faith may be requested from the church office.

1. We believe in the plenary, verbal inspiration of the Bible as the only infallible, authoritative Word of God; which is the supreme and final authority in faith and life.
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe in the deity of the Lord Jesus Christ, in His virgin birth, in His sinless life, in His atoning death through His shed blood on the cross, in His bodily resurrection, in His ascension to the right hand of the Father, and His personal return in power and glory.
4. We believe that man was created in the image of God and that because of sin, he is both physically and spiritually dead and thus is separated from God.
5. We believe salvation is by grace through faith alone – not of works lest any man should boast.
6. We believe in the resurrection of the crucified body of the Lord, in His ascension into Heaven, and His presence at the right hand of God as our High Priest and Advocate.
7. We believe in the resurrection of both the saved and the lost – they that are saved unto the resurrection of eternal life, and they that are lost unto the resurrection of eternal damnation.
8. We believe in that “blessed hope,” the personal, imminent, pre-tribulation, pre-millennial coming of the Lord Jesus Christ for the redeemed ones, and the eternal security of the believer.

I. ADMISSIONS / RE-ENROLLMENT

A. Admission Procedure

Parents wishing to enroll their children should do the following:

1. Obtain a handbook and application packet from the school office. Read and fill out all of the material, and return it to the office.
2. Schedule an interview with the principal. All students seeking admission must have a personal interview, along with both parents, if possible.
3. Parents must agree to submit their children to the discipline and overall program of the school. It should be understood that corporal discipline (spanking) will be used when necessary (see discipline section of handbook).
4. Parents will be notified concerning acceptance after the interview. Admission to Maranatha Baptist Academy is at the discretion of the school administration.

B. Re-enrollment

Re-enrollment is not automatic. It is based upon the previous year's spiritual and academic performance. Students must register for classes each year.

The registration fee must be paid and a new Application for Enrollment must be filled out. High school students and parents are required to sign an agreement statement.

C. Nondiscrimination

Maranatha Baptist Academy does not discriminate on the basis of race in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other administered programs, subject to and in conformity with the school's religious beliefs and practices as embodied in its constitution, rules, and regulations.

D. Testing

Scholastic and/or aptitude testing will be required as a prerequisite of admission for all new students applying for 1st – 12th grades.

E. Communicable Diseases

Maranatha Baptist Academy desires to maintain a healthful school environment by instituting controls designed to prevent the spread of communicable diseases. The term "communicable diseases" shall mean an illness which arises as a result of a specific infectious agent which may be transmitted either directly or indirectly by a susceptible host, infected person, or animal to other person.

Any student or employee with a communicable disease for which immunization is required by law or is available, shall be temporarily excluded from the school while ill and during recognized periods of communicability. Students and employees with communicable diseases for which immunization is not available shall be excluded from school while ill. If the nature of the disease and circumstances warrant, Maranatha Baptist Academy may require an independent physician's examination of the student or employee to verify the diagnosis of communicable disease. Maranatha Baptist Academy reserves the right to make all final decisions necessary to enforce its communicable disease policy and to take all necessary actions to control the spread of communicable diseases within the school.

All reasonably suspected cases shall immediately be brought to the attention of the school principal. The reportable diseases include the following:

Acquired Immune Deficiency Syndrome (AIDS)	Meningitis
AIDS Related Complex	Meningococcal Disease
Amebiasis	Mumps
Animal Bite by a potentially rabid animal	Pertussis
Anthrax	Paralytic Shellfish Poisoning
Botulism	Pesticide Poisoning
Brucellosis	Plague
Campylobacteriosis	Poliomyelitis
Chancroid	Psittacosis
Chicken Pox	Rabies
Conjunctivitis	Rocky Mountain Fever
Dengue	Rubella (inc.) congenital
Diphtheria	Salmonellosis
Encephalitis	Schistosomiasis
Giardiasis	Shigellosis
Gonorrhea	Smallpox
Granuloma Inguinale	Syphilis
Hansen's Disease	Tetanus
Hepatitis	Toxoplasmosis (Acute)
Herpes Simplex	Trichinosis
Histoplasmosis	Tuberculosis
Human Immunodeficiency Virus	Tularemia
Legionaire's Disease	Typhoid Fever
Leptospirosis	Typus
Lymphogranuloma Venereum	Vibrio Cholera
Malaria	Yellow Fever
Measles	

II. ACADEMICS

A Our academic achievement is based on the purpose and aim of the school.

B. Accreditation

Maranatha Baptist Academy has not sought accreditation from any organization or state government agency. No system of accreditation has been established by the state of Missouri for the regulation of private Christian schools. We consider this freedom a sacred trust.

While it has been the experience of Maranatha Baptist Academy that students rarely have had difficulty transferring to any other school, we cannot guarantee that credits will transfer. Graduates of Maranatha Baptist Academy have not been rejected by colleges – either public or private – because of accreditation.

C. Teachers

Our teachers have accepted their position as a ministry to the students of MBA. All teachers are members of Maranatha Baptist Church. Our teachers are not required to be certified by the state

D. Achievement Testing

Standardized testing has shown that students at Maranatha Baptist Academy, as a whole, can be expected to test above average. Achievement tests are administered yearly to grades 1-12, usually in April; parents will be notified of their child's results.

E. Curriculum

1. Traditional setting
Maranatha Baptist Academy operates as a traditional Christian school. Thus, the classes are conducted in a standard classroom setting.
2. Textbooks
Textbooks from publishers with a Biblical philosophy are used on all grade levels. Some

examples of these are Abeka, Bob Jones University Press and Saxon. However, in classes where such books are not available, textbooks from other publishers might be used.

3. Bible Used

All students are required to have a King James Version of the Holy Bible. Other versions are not acceptable for school use. It is the standard for Bible memory work, Bible classes and chapel.

4. Chapel Time

Chapel time is set aside each week as a means of presenting the tenets of the Christian faith and to develop a strong moral character based on Biblical teaching. It is the desire of MBA that all students be saved according to the Scriptures and attend a church regularly, in order to attain spiritual maturity. Attendance at chapel is mandatory. No exceptions are made.

F. Grading Scale

The grading scale for all grades is as follows:

A+	99-100	C+	82-84
A	95-98	C	78-81
A-	92-94	C-	75-77
B+	90-91	D+	72-74
B	87-89	D	69-71
B-	85-86	F	0-68

G. Honor Roll

There are three honor rolls at Maranatha Baptist Academy. The Pastor's Honor Roll is for students who receive all A's. The Principal's Honor Roll is for students with an "A" average (no C's). The Teacher's Honor Roll is for students who receive a "B" average (no D's or F's).

H. Promotion

1. **Promotion: Grades K-8**
Students who receive two F's or an F and two or more D's or more than four D's on their semester report card may be withheld from promotion to the next grade level.

2. **High School Promotion: Grades 9-12**
 - a. High School students who fail a required course must do one of the following to make up the deficiency:
 - 1) Make up the course in a summer school program approved by the principal.
 - 2) Make up the course the following year if the schedule allows.
 - b. Students who fail more than one required course may jeopardize their promotion to the next grade level.

3. **General Promotion Policy**

The administration reserves the right to withhold any student who is not mentally, physically, or socially mature enough to handle his schoolwork.

I. Sports

4. A student cannot have an "F" in any subject and must maintain a "C" average or above to be able to participate in sports.

5. Students may be excluded from participating in sports if they exhibit a poor attitude during sporting events or during the school day.

J. Graduation

Requirements for graduation are as follows:

<u>Subject</u>	<u>MBA General Graduation Requirements</u>
Bible	4 credits*
English	4 credits
Math	2 or 3 credits**
Science	2 or 3 credits**
Social Studies	3 credits***
Physical Ed	2 credits
Fine Arts	2 credits****
Foreign Language	<u>1 credit</u>
Total	21 credits
Electives	<u>3 credits*****</u>
Grand Total	24 credits

*only applicable for years attended at MBA,
exceptions made for transfer students

**combination of 5 credits in Math and Science

***to include History, Geography, Government, other
Social Studies

****to include Yearbook, Music, Drama, Speech

*****to include a 2nd year of Foreign Language, if
offered

K. Withdrawal

1. A student must be formally withdrawn from Maranatha Baptist Academy before any school records will be transferred to another school. All current accounts must be paid before records can be transferred.
2. Parents must first sign the withdrawal form before procedures begin.

III. GENERAL POLICIES & INFORMATION

A. Hours

1. Full Day School Hours for K4 through 12th grade:
The school day begins promptly at 8:15 a.m. and ends at 3:30 p.m. The students may be in their classrooms from 8:00 a.m. until 4:00 p.m.
 - a. Students who arrive at school tardy, after 8:15 a.m., must be signed in through the office by a parent or the adult who brought them. To avoid interrupting lessons, the office staff will take young students to class.
 - b. There is an early/late stay program available for students from 7:00 a.m. until 8:00 a.m. and from 4:00 p.m. until 5:00 p.m. The fee for early/late stay is \$1.00 per hour per child. There will be an additional fee for students picked up after 5:00 p.m.
2. Office Hours
The school office is open from 8:00 a.m. to 5:00 p.m. Monday through Friday. Summer hours are 9:00 a.m. to 4:00 p.m.
Office hours may be reduced during holidays, spring break, conferences, etc.

B. Visitors

1. Parents who need to see their child or visit during school hours should call the office or make

arrangements with the teacher ahead of time, if possible.

2. Parents or other visitors to MBA must check in with the office before going to any classroom. This is for the safety of our students.

3. The cafeteria/back entrance of the school is only to be used during drop-off and pick-up times, unless otherwise specified because of a school function.

C. Attendance

1. Regular attendance by all students is necessary for the proper functioning of the entire school program. Students who have good attendance generally earn higher grades, enjoy school more, and are more attractive to prospective employers. Students or parents at variance with the stated policies and actions of the school are subject to dismissal.
2. Absences are excused only for the following reasons:
 - a. A legitimate illness
 - b. Death in the immediate family
 - c. Family emergency
 - d. Doctor or dentist appointments which could not be scheduled outside school hours
 - e. Trips or family days approved in advance (anticipated absences)
3. Any other absences, unless approved by administration prior to the absence, will not be excused.
4. A note stating the reason for the absence and signed by one parent must be brought to school within two days after the student returns from an

absence. If a note is not brought, the absence will not be excused.

5. A student, whose absence is not excused, will not be allowed to make-up any work and will receive a “O” on any homework, quizzes or tests missed.
6. A student who misses more than ten periods or days per semester is in danger of not receiving credit for the class.
7. Three tardies may constitute an absence.

D. Illness

Our teachers strive to promote a healthy environment in our classrooms by encouraging such practices as frequent hand washing during the school day and good general hygiene. The janitorial staff also works to maintain clean, hygienic facilities. Please help us keep our students from spreading illness. If your child was absent due to illness, please do not bring them back to school until they have been free of all symptoms such as vomiting, diarrhea or fever for approximately 24 hours.

E. Anticipated Absences

1. If a student is going to miss school for an anticipated absence, he must get an anticipated absence slip from the office and have it filled out by the teachers. The administrator must approve the absence. Any student failing to follow the prescribed method for an anticipated absence will receive a “0” for all work missed.
2. It is the student’s responsibility to take the proper actions for anticipated absences and missed work.
3. Students will not use anticipated absences during finals weeks.

4. When a student has to miss school for sickness, car problems, death in the family, etc. please do the following:

A parent or guardian should call the school and notify the secretary before 10:00 a.m. The student has the following number of days to turn in work:

- 1) 1 day absent: work must be completed and turned in within 2 days.
- 2) 2 days absent: work must be completed and turned in within 3 days.
- 3) 3 or more days absent: work must be completed and turned in within 4 days.
- 4) Examples:
Absent Monday, work must be turned by Wednesday afternoon.
Absent Monday through Wednesday, work must be turned in the following Tuesday afternoon.

NOTE: STUDENTS WHO ARE ABSENT MORE THAN 20 DAYS DURING A SCHOOL YEAR MAY BE DENIED A PROMOTION TO THE NEXT GRADE LEVEL.

F. Pick-up and Early Pick-up of Students

1. Only parents, family members and adults listed on the application form & emergency card are authorized to pick up a student.
2. Please do not send friends or relatives, who are not on your pick-up list, to pick up your children without notifying us in advance. This notification is for your child's protection. If someone else picks up your child, they must provide identification.
3. If your child must be picked up from school early due to an appointment or other reasons, a note should be sent to the teacher in advance.

4. All students who are picked up during school hours must be signed out through the office by a parent or adult, as well as signed in again by the same, if returning.
5. A student who is picked up from school before 12 noon will be counted absent if the reason for leaving is not excusable (see guidelines for excused absences). The only exception may be K4 and K5 students, based on the discretion of the administration, who are on rare occasions picked up after the morning session of class-work, notifying the teacher or office for every occurrence.
6. If you arrive before 3:30 p.m. to pick up your child at the end of the school day, please wait in the cafeteria. It is disruptive to our classrooms to call students before class is finished for the day.

G. Cancellations and Delays

If weather conditions make it impractical to have school, we will try to have this information broadcast on **KJPW (102.3 FM / 1390 AM)**, **KTTR (99.7 FM)** or **KZNN (105.3 FM)** as early as possible. Parents should keep in touch with the school when severe changes in the weather are occurring during the school day.

On occasion, it is necessary to send children home early to avoid serious weather conditions, and parents need to be prepared to pick them up at school.

H. Working Students

Students will not be allowed to leave for work during the normal operating hours of school.

I. Student Drivers

1. Any student holding a valid Missouri driver's license and having parental permission is eligible

to drive to school. A Student Driving Form must be picked up at the school office and turned in by the end of the first week of school. Students who drive recklessly forfeit their driving privileges.

2. Students may not return to their car without permission during the school day.
3. Students are not allowed to ride with anyone but immediate family members unless we have written permission from both sets of parents. This is for the protection of the school and the students

IV. FINANCIAL POLICY

J. Registration and Student Activity Fees

1. The registration fee is per family, payable upon acceptance to MBA or upon re-enrollment. The student fee is per student and is due by August 1.
2. These fees apply to all students (K-12) and are required yearly. They cover a portion of the expense relating to record keeping, billing, school insurance etc.
3. These fees are NON-REFUNDABLE.

K. Book Fees

1. These fees are due August 1. A list of textbook fees may be picked up at the office.
2. Parents are responsible to pay for the replacement of lost or damaged books during the school year.

L. Tuition

1. If tuition is paid in full by September 1, a discount of 5% applies. Otherwise, tuition is payable in nine (9) equal monthly installments, beginning September 1, with the last payment due May 1.
2. The oldest child enrolled shall be considered the first student for tuition purposes. A sibling discount of \$15 is applied to the monthly tuition payment of any other children in the family.
3. Payments are due on the first of each month and are considered delinquent after the tenth. Late payments are subject to a late fee of \$10.
4. Students whose accounts are 30 days past due are subject to dismissal.
5. No refund of tuition is given if a student is expelled or suspended. If a student withdraws, a prorated refund will be given, if applicable.
6. Those not able to pay the tuition on time are required to notify the school administrator at least one week before the deadline dates.
7. All accounts must be current before the student receives a report card.
8. Tuition fees are not tax deductible.

M. Other Fees

1. Other fees may apply to various students for sports, music, K5 or high school graduation, etc. Refer to the financial handout available at the office.

IV. SERVICES

A. Transportation

At the present time, Maranatha Baptist Academy does not offer transportation for its students. A sign-up

sheet for those interested in car-pooling is offered at orientation at the beginning of the school year.

B. Cafeteria and Lunch

All students are required to have one lunch card. See separate handout for current lunch policy.

C. Lost and Found

1. Inquire about lost items with the teacher first, and then inquire at the office.
2. Students who are habitually irresponsible with their personal items may be required to pay \$.25 to redeem their lost items.
3. Junior and Senior High students may receive demerits.
4. It is recommended to mark personal items, jackets/coats and uniforms with student's name.

D. Use of Telephone

1. Students are not permitted to use the telephone without permission. Valid reasons for student phone calls involve relaying messages, approved by the staff, to the parents; students may not call to ask parents to bring forgotten items or assignments. The office personnel will give and take messages as well.
2. Cell phones may not be used during the school day and must be turned in at the office.

V. DRESS, CONDUCT, AND DISCIPLINE

A. Dress Standards

1. Realizing that God is not a respecter of persons (Romans 2:11), we desire to be careful in our

approach to dress code, conduct, and discipline so as not to create an attitude of legalism but to do things decently and in order (I Corinthians 14:49), keeping in mind that our goal is to glorify God. (Colossians 3:17).

2. In order to accomplish this goal, we believe that young people should dress modestly and have hairstyles that honor the Lord. (I Corinthians 11:14; I Timothy 2:9-10; I Peter 3:3)
3. Our desire is to help our school be godly and to abstain from even the appearance of evil. (I Thessalonians 5:22)
4. Therefore, our dress code, conduct, and disciplines are based on the three Biblical principles of modesty, distinction of sexes, and identification with the Lord and not the world.
5. Furthermore, proper grooming and a clean appearance enhance a student's entire learning process and builds self-esteem.
6. The school uniform is in effect at all school-sponsored activities unless specifically stated otherwise.

Note:

Students not meeting the MBA uniform may be asked to leave until that standard is met. School uniforms apply during all school hours, to and from school, all school activities including athletic events, field trips, and school programs unless notified differently by a school official.

7. General Dress Guidelines
 - a. Hairstyles - Every student's hair should be clean and neatly combed.
 - 1) Gentlemen's Hairstyles
 - a) A clean-shaven face is expected at all times. Sideburns should not extend below the middle ear.

- b) A conservative, masculine style of haircut is required; “trendy” hairstyles are not allowed (at the discretion of the administration).
- c) Hair must be tapered or blocked in the back. Hair should not be bushy or touch the ears, collar and eyebrows.

BOYS’ HAIR STANDARD

- 2) Ladies' Hairstyles
Girls' hairstyles must be feminine. Avoid unisex and masculine haircuts (determined at the discretion of the administration).

b. Clothing--General

- 1) Tight fitting clothing is not allowed.
 - 2) Outdoor clothing is not to be worn during classes.
 - 3) Shirts are to be tucked-in at all times.
 - 4) All clothing must appear neat and look ironed.
8. Specific Dress Guidelines – see uniform/dress standard handout available from the school office
 9. Physical Education Classes and Sports Dress – see uniform/dress standard handout.

B. Conduct Rules

Whether at school, home, or in the community, Christian young people should conduct themselves in a manner that brings glory to God.

1. Conduct in General

a. Young Men

Young men are expected to act like gentlemen at all times, treat all ladies with respect and kindness, and exhibit good eating habits, grooming, and hygiene.

A neat appearance is always expected. Crude language and actions will not be tolerated.

b. Young Ladies

Likewise, young ladies are expected to act refined and proper at all times. A Christian young lady should be modest in dress and action, courteous and well groomed.

2. Conduct at School

a. No loitering in cars before or after school.

b. Respect other people's property. Do not hide, borrow, or misuse another person's belongings.

c. Do not litter. Do not leave articles of clothing, books, or gym-bags in the hallways, classrooms, locker room or bathrooms.

d. Students are not to enter offices, closets, mechanical rooms, or empty classrooms without permission from a staff or faculty member.

e. Report any injury or sickness to the school office.

- f. Students are not to shout, run, or participate in horseplay in the school building.
 - g. There is to be no intentional physical contact between ladies and gentlemen. A “6 inch rule” of distance is a good guideline to use.
 - h. An attitude of respect for adults is to be maintained by the student body. The terms Miss, Mrs., and Mr. should be used in addressing all adults. Responses to adults should include “sir” or “ma’am”.
 - i. Unapproved magazines and books, cassette recorders, stereo headphones, CD players, CDs, cassettes, videotapes, etc. are not to be brought to school (unless it is used for a specific class project).
 - j. Students may not have on their clothing, lunch boxes, backpacks, folders, notebooks, vehicles, etc. anything dealing with secular music stars, movie/TV stars, or cartoon characters.
 - k. There is to be no discussion of questionable movies, TV programs or music.
 - l. Slang words or expressions as well as minced oaths are to be avoided
3. Conduct in class
- a. In any given class, the teacher may enforce specific rules to maintain order as he/she deems necessary.
 - b. Students are to speak when spoken to, or when given permission from the teacher.
 - c. Students are expected to arrive at class on time and be completely prepared for that class.
 - d. Students are to maintain good posture at all times. No slouching.
 - e. No note passing is permitted.

4. Conduct in the Community

By virtue of their enrollment, students agree to live within the framework of the school's standards of conduct. While some may not have personal convictions in accord with these standards, enrollment obligates the student to assume responsibility for honorable adherence to them while they are students at Maranatha Baptist Academy. Therefore, any conduct, on or off the school premises, which directly relates to and affects the Christian testimony of the school, is considered within the realm of school jurisdiction and will be dealt with accordingly. This includes, but is not limited to, such misconduct as attending dances/proms, smoking, drinking alcoholic beverages, use of illegal drugs, running away from home, use of pornography, engaging in immoral activities and civil infractions.

C. Discipline

1. Maranatha Baptist Academy wants to see its students grow spiritually and achieve excellence in an atmosphere that is Christ-honoring. We want proper order to be maintained as well as responsibility developed and character built. One of the ways that these goals are reached is through discipline, which is administered in LOVE.
2. Maranatha Baptist Academy uses several forms of discipline, up to and including corporal discipline (spanking). The following is a partial list of unacceptable behavior which will result in disciplinary action:

Absence without excuse as a participant
in a school function

Profanity
Cheating on homework

Disregard for hair or dress code	Cheating on a quiz
Rowdiness in rooms or halls	Direct disobedience
Cutting classes	Cheating on an examination
Homework Incomplete	Fighting or horseplay
Gum chewing	Listening to questionable music
Writing, passing, and/or reading notes	Smoking
Tardiness to school or class	Untruthfulness
Stealing/vandalism	Physical contact between men and women

3. The teacher is in full control of the classroom. The teacher will handle all misconduct of a general nature. This includes deliberate disobedience, disrespect, lack of courtesy, incomplete homework, chewing gum, passing notes, talking, and other misdemeanors.
 - a. The administration places confidence in the judgment and ability of godly teachers.
 - b. Any parent with a legitimate complaint about a disciplinary procedure should talk to the teacher before contacting the principal or pastor. The principal or pastor will not comment on a matter until the teacher has been contacted.

4. If a student receives a spanking, the parent will be notified with a corporal discipline form. The form is to be signed and returned the following day. We do not call the parents before a spanking is administered.

5. Junior High and High School students are disciplined according to a defined demerit system – see handout on demerits, available at the office.

6. Expulsion

The following offenses on or off campus may result in immediate expulsion: drinking alcoholic beverages, immoral activity, use of illegal drugs, use of pornographic pictures or music, cheating

on a final examination, certain acts of vandalism and/or stealing.

VII. PARENT AGREEMENT

Maranatha Baptist Academy believes that the Bible places the ultimate responsibility for each child upon his own parent; and the school, therefore, recognizes the absolute right of parents (guardians) to counsel privately with school authorities over matters concerning their own child(ren) and even the right to withdraw a child when the parents (guardians) feel there is not substantial harmony between their own expectations and the school's purpose, aim, and policies.

By enrolling a child in Maranatha Baptist Academy, the parent agrees:

1. To encourage their child(ren)'s adherence to the rules and standards of the school and of their respective teachers.
2. To provide help and support at home to their child(ren) so that academic goals may be achieved. This may include, for example, providing encouragement and satisfactory time and place to study in the completion of homework.
3. To show a genuine interest in the progress and grade reports concerning their child(ren).
4. To cooperate with school requests, e.g. for special conferences and for checking or assisting with student homework assignments, etc.
5. To attend regularly scheduled school programs involving their child(ren) unless they are unable to do so because of their work.
6. NEVER to malign the school or any of its personnel or policies. Biblically (Mathew 18:15-17), the proper procedure for any question, grievance, or offense is to go directly and privately to the one responsible for the difficulty. Also, this action is never to be a confrontation, but rather a calm conference designed to

gain an understanding of the facts and to restore a good relationship.

7. To support the disciplinary measures that may be found necessary by the school.
8. To pay all tuition payments and other fees when due. It is understood that if your payment is thirty (30) or more days late, it may become necessary to withdraw your child(ren) from school.
9. To contribute helpful, constructive ideas to teachers and administration.
10. To support and promote the school as opportunities arise.
11. To demonstrate a consistent Christian life in harmony with the biblical principles that are taught at school.
12. To have your child(ren) in regular attendance in a church where God's Word is preached.
13. To hold the school and its agents harmless for any liability to my child or any guardian or parent there because of claims of injury or alleged injury. Should I choose to take legal action, for any reason, against Maranatha Baptist Academy or any employee or agent thereof, I agree to pay any attorney fees, court fees, damages, or other costs that Maranatha Baptist Academy or its agents should incur to defend itself against such action.

