



Parent-Student Handbook 2023-2024 School Year



SOUTHSIDE BAPTIST ACADEMY

Welcome from Administrator

I am honored and excited to be a part of the Southside Baptist Academy Family. As your principal, I look forward each day to strengthening the relationship with all of our wonderful students, families, teachers, and talented staff.

High expectations, which have been established by our qualified and dedicated staff, will be maintained while also providing a safe and nurturing Christ-centered atmosphere that fosters respect for individual differences. At SBA, we will strive to make the learning process a positive and rewarding experience while maintaining a desire to instill godly character into the lives of each student.

This handbook should enable you to understand and appreciate our values, guidelines, practices and policies in order to have a safe and productive environment. We appreciate you taking the time to read and sign this handbook in agreement to our standards and practices.

Please know that I am always available to discuss any questions or concerns related to serving you and the students of Southside Baptist Academy.

Everyone at SBA is looking forward to a productive and rewarding school year as we work with your child and family.

For God's Glory,
Kerry Nance, Pastor

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Mission

Southside Baptist Academy's mission is two-fold. First, to give children a quality education, equipping them with skills to enter the "real world" and reach their full potential. Secondly, to foster an environment conducive for a deep and personal relationship with Jesus Christ. Our utmost desire is for every student to experience the close and reliant bond that comes from walking in faith.

To assist parents in their God-given responsibilities of educating their children through godly character and academic excellence, SBA seeks to develop curriculum, programs, learning opportunities, and school environments designed to nurture student development in three general areas: Spiritual Growth, Social and Skills Development, and Academic Development all with a Biblical world view. It is our desire to produce graduates who are well-rounded and ready for a life-long service to Christ.

For Spiritual Growth of Students, the school endeavors to see students:

- Have a personal and saving knowledge of Christ.
- Have a growing, personal relationship with Jesus Christ.
- Engage in the spiritual disciplines of prayer, Bible study, Scripture memory, and service.
- Understand the essential doctrines of the Christian faith.
- Develop a biblical sense of right and wrong.
- Apply biblical principles as the foundation for living by equipping students with the tools needed for life-long ministry and service in their local church.
- Personally respond to carrying out the Great Commission locally and around the world.

For Social and Skills Development, the school endeavors to see students:

- Understand the worth of every human being as created in the image of God and treat people with respect, dignity, grace, and truth.
- Prepare for wholesome and Christian use of leisure time.
- Have the skills to question, solve problems, make wise decisions, and demonstrate higher orders of thinking.
- Develop the proper attitudes, understanding, and skills needed to establish God-honoring homes.
- Treat their bodies as the temple of the Holy Spirit through decisions about nutrition and lifestyle.
- Respect and relate appropriately with integrity to the people with whom they work, play, and live.
- Know how to utilize resources including technology to find, analyze, and evaluate information.
- Develop a biblical attitude towards material things.

For Academic Development, the school endeavors to see students:

- Develop good study habits.

- Be well prepared in all academic disciplines, including reading, writing, speaking, listening, and thinking.
- Show proficiency in mathematics, science, and problem solving.
- Have knowledge and understanding of people, historically significant events, and the cultures of other people and places.
- Appreciate literature and the arts and understand how they express and shape their beliefs and values.
- Promote high academic standards.

Statement of Faith

The Bible

We believe in the verbal, plenary inspiration of the Holy Scriptures of the Old and New Testaments and that they compose the entire Word of God. The Scriptures are inerrant, infallible, and God-breathed; and therefore, are the final authority for faith and life. The sixty-six books of the Old and New Testaments are the complete and divine revelation of God to man. The Scriptures shall be interpreted according to their normal grammatical-historical meaning. The King James Version of the Bible shall be the official and only English-language translation used by Southside Baptist Church. (II Timothy 3:16-17; II Peter 1:20-21)

God-Head & Satan

We believe in one Triune God, eternally existing in three persons—Father, Son, and Holy Spirit—each coeternal in being, co-identical in nature, coequal in power and glory, and having the same attributes and perfections. (Deuteronomy 6:4; Matthew 28:19; II Corinthians 13:14; John 14:10, 26)

Jesus Christ

We believe that the Lord Jesus Christ, the eternal Son of God, became man without ceasing to be God, having been begotten by the Holy Spirit and born of the Virgin Mary in order that He might reveal God and redeem sinful men. (Isaiah 7:14; 9:6; Luke 1:35; John 1:1-2, 14; II Corinthians 5:19-21; Galatians 4:4-5; Philippians 2:5-8). We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice; and that our justification is made sure by His literal, physical resurrection from the dead. (Acts 2:18-36; Romans 3:24-25; I Peter 2:24; Ephesians 1:7; I Peter 1:3-5) We believe that the Lord Jesus Christ ascended to Heaven and is now exalted at the right hand of God where, as our High Priest, He fulfills the ministries of Representative, Intercessor, and Advocate. (Acts 1:9-10; Hebrews 9:24; 7:25; Romans 8:34; I John 2:1-2)

The Holy Spirit

We believe that the Holy Spirit is a Person Who convicts the world of sin, of righteousness, and of judgment; and that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption. (John 16:8-11; Romans 8:9; I Corinthians 12:12-14; II Corinthians 3:6; Ephesians 1:13-14) We believe that He is the Divine Teacher Who assists believers to understand and appropriate the Scriptures and that it is the privilege and duty of all the saved to be filled with the Spirit. (Ephesians 1:17-18; 5:18; I John 2:20, 27) We believe that God is sovereign in the bestowal of spiritual gifts to every believer. God uniquely uses evangelists, pastors, and teachers to equip believers in the assembly in order that they can do the work of the ministry. (Romans 12:3-8; I Corinthians 12:4-11, 28; Ephesians 4:7-12) We believe that the sign gifts of the Holy Spirit, such as speaking in tongues and the gift of healing, were temporary. We believe that speaking in tongues was never the common or necessary sign of the baptism or filling of the Holy Spirit and that ultimate deliverance of the body from sickness or death awaits the consummation of our salvation in the resurrection, though God frequently chooses to answer the prayers of believers for physical healing. (I Corinthians 1:22; 13:8; 14:21-22)

The Personality of Satan

We believe that Satan is a person, the author of sin, and the cause of the fall of man; that he is the open and declared enemy of God and man; and that he shall be eternally punished in the Lake of Fire. (Job 1:6-7; Isaiah 14:12-17; Matthew 4:2-11; 25:41; Revelation 20:10)

The Fallen Nature of Man

We believe that man was created in the image and likeness of God, but that in Adam's sin the human race fell, inherited a sinful nature, and became alienated from God; and, that all men are sinners by birth and by choice, and, of themselves, utterly unable to remedy their lost condition. (Genesis 1:26-27; Romans 3:22-23; 5:12; 6:23; Ephesians 2:1-3; 4:17-19)

Salvation

We believe that salvation is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of our sins (John 1:12; Ephesians 1:7; 2:8-10; I Peter 1:18-19) and that in order to be saved, sinners must be born again; that the new birth is a new creation in Christ Jesus; that it is instantaneous and not a process.

The Eternal Security and Assurance of Believers

We believe that all the redeemed, once saved, are kept by God's power and are thus secure in Christ forever. (John 6:37-40; 10:27-30; Romans 8:1, 38-39; I Corinthians 1:4-8; I Peter 1:4-5)

We believe that it is the privilege of believers to rejoice in the assurance of their salvation through the testimony of God's Word which, however, clearly forbids the use of Christian liberty as an occasion to the flesh. (Romans 13:13-14; Galatians 5:13; Titus 2:11-15)

The Eternal State

We believe in the bodily resurrection of all men—the saved to eternal life, and the unsaved to judgment and everlasting punishment. (Matthew 25:46; John 5:28-29; 11:25-26; Revelation 20:5-6, 12-13) We believe that the souls of the redeemed are at death absent from the body and present with the Lord, where in conscious bliss they await the first resurrection when spirit, soul, and body are reunited to be glorified forever with the Lord. (Luke 23:43; II Corinthians 5:8; Philippians 1:23; 3:21; I Thessalonians 4:16-17; Revelation 20:4-6) We believe that the souls of unbelievers remain after death in conscious punishment and torment until the second resurrection when, with soul and body reunited, they shall appear at the Great White Throne Judgment and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting conscious punishment and torment. (Matthew 25:41-46; Mark 9:43-48; Luke 16:19-26; II Thessalonians 1:7-9; Jude 6-7; Revelation 20:11-15)

Creation

We believe that God created the universe in six literal, 24-hour periods. We reject evolution, the Gap Theory, the Day-Age Theory, and Theistic Evolution as unscriptural theories of origin. (Genesis 1-2; Exodus 20:11)

Government

We believe that God has ordained and created all authority consisting of three basic institutions: (1) the home, (2) the church, and (3) the state. Every person is subject to these authorities, but all (including the authorities themselves) are answerable to God and are governed by His Word. God has given each institution specific Biblical responsibilities and has balanced those responsibilities with the understanding that no institution has the right to infringe upon the other. The home, the church, and the state are equal and sovereign in their respective Biblically assigned spheres of responsibility under God. (Romans 13:1-7; Ephesians 5:22-24; Hebrews 13:17; I Peter 2:13-14)

Gender Identity, Lifestyle and Sexual Preference

We believe that God wonderfully created each person as either male or female in conformity with his or her naturally born biological sex. These two distinct yet complementary genders together reflect the image and nature of God. Our policy is to treat and address each student according to the gender associated with their biological sex as assigned at birth. (Genesis 1:26-27)

We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful

perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. (Gen. 2:24; Gen. 19:5, 13; Gen. 26:8-9; Lev. 18:1-30; Rom. 1:26-29; 1 Cor. 5:1, 6:9; 1 Thess. 4:1-8; Heb. 13:4) We believe that the only legitimate marriage is the joining of one man and one woman. (Gen. 2:24; Rom. 7:2; 1 Cor. 7:10; Eph. 5:22-23)

Southside Baptist Academy's desire is to partner with the home in providing a Christian education to children and to develop character and morals based on biblical principles. In the event that a student/family's lifestyle choices conflict with or are in opposition to the school's biblical lifestyle beliefs, the school reserves the right to decline the admission/re-enrollment of and to discipline the student.

As a Christian school, SBA reserves the right to select students and partner with families on the basis of the school's religious beliefs and the student/family's personal conduct (lifestyle choices). This would include the student and family's religious commitment and lifestyle choices (including, but not limited to sexual orientation, same-sex marriage and unmarried cohabitation).

If there are major philosophical and/or doctrinal differences between what a home believes and what the school believes, it would not be wise for a parents to pursue enrollment of his/her child(ren) in SBA. For this reason, the parents and their children enrolled at SBA should attend a fundamental, Bible-believing church on a regular and consistent basis.

General Information

Academy Affiliations

Southside Baptist Academy is an academic ministry extension of Southside Baptist Church, founded in 2003 by Pastor Kerry and Mrs. Amy Nance. The emphasis of Southside is the primacy of Biblical preaching. We believe that it is the Word of God that changes families.

Admissions

Non-Discrimination Policy

Southside Baptist Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

We aim to make student enrollment a smooth and pleasant process. Please review our step-by-step guide below and contact us with any questions. Academically, students must be ready for the grade for which application is made. Determining variables may include testing of mental ability, reading level, math achievement, and review of grades in former schoolwork. SBA does not offer exceptional student education services such as SLD (Specific Learning Disability), EH (Emotionally Handicapped), ADHD (Attention Deficit Hyperactivity Disorder), ADD (Attention Deficit Disorder), or any other special needs programs.

Enrollment Process

- Please fill out the application for each child and Student Questionnaire if entering 7th grade or above.
- Schedule an interview for you and your child with the administration.
- At time of interview, please bring all transcripts, standardized test results, and \$25 for the application fee.
 - Transcripts or report card from previous school with C average or higher.
 - Public school students applying to SBA should have scored a Level 3 or above on the state test or out of state equivalent.
 - Students transferring from private schools and home school students should have performed in the upper 50th percentile of Standardized Testing.
- Schedule a time for placement testing--cost is \$35.
- Wait for a notification of acceptance.

- Once you have acceptance approval, we will need a copy of the following documents before enrollment is complete.
 - Birth Certificate
 - Up-to-date Immunization records
 - School Health Exam form from your pediatrician
 - Student Pickup Form
 - Cooperation and Waiver of Liability Form
 - Handbook Acknowledgment Form
 - Financial Acknowledgment Form
 - Student Health Information and Authorization Form
 - T-Shirt Order Form
 - Student Records Request / if applicable
 - Pastoral Recommendation Form / 7th grade and above
 - Scholarship Award Letters / if applicable
- Pay Registration Fee, Book Fee, and first month's tuition.
 - If your child has a scholarship, you will be responsible for the price difference between the scholarship amount and tuition / fees. Payment arrangements can be made through the office.

Interviews

Southside Baptist Academy has a desire to assist families in educating their children in a godly atmosphere; therefore we choose to interview each family and the prospective students to find out if we are a good fit for each other. During the interview and through select documents we will make the final decision for admission.

1. Desire to attend SBA
2. Attitude towards Biblical standards and principles
3. Their desire to excel academically
4. Their previous school records, both academically and behaviorally
5. Results of placement testing
6. Pastoral Reference letter, moral character, and respect for authority
7. Initial registration and interview

SBA reserves the right to make the final decision as to which students are admitted to the school. Students who have been expelled, suspended, or released due to academic performance or behavioral issues must show a year of academic and/or behavioral success prior to making application at SBA.

Conditional Acceptance/Conditional Promotion

Every student enrolled at SBA is admitted on a probationary basis for, at minimum, the first academic quarter. This probationary period may be extended if deemed necessary by the

academy administration. Removal from probationary status hinges on a satisfactory academic and behavioral record, as well as financial responsibility. Students must maintain a passing average of 70% in grades K5-8 and GPA of 2.0 in grades 9-12. Students on Academic Probation who earn a disciplinary referral may be asked to withdraw.

Health Qualifications

A doctor's examination is necessary within one year prior to entrance and must be on file in the office. The current HRS immunization certificate must be on file in the office prior to the first day of school, along with a birth certificate.

Homeschool Student Admissions

Southside Baptist Academy recognizes that the parents are ultimately responsible for the education of their children. As such, some parents will choose a program of home education that specifically meets the needs of their children. SBA does offer specific services and/or activities to home school students that are members of Southside Baptist Church. Approved home school students are required to abide by all the rules and regulations as a full-time student. Programs available to home school students may be limited based on availability. Activity participation is limited and permitted only as it relates to the class/activity being taken by the student.

Withdrawal / Dismissal / Expulsion

As soon as a parent knows that he/she will need to withdraw his/her student from SBA, he/she should notify the school office so the arrangements can be made. All records and the report card can be released only if the student's account is paid in full and all materials returned. Students who are dismissed from Southside Baptist Academy will not be considered for re-enrollment during the current school year.

Reasons for Dismissal

1. Student and/or parent are out of harmony with the rules and policies of the school.
2. Parents will not cooperate with the Administration.
3. A student or parent of a student brings a lawsuit of any kind against Southside Baptist Academy or ministries, including SBA, or one of its employees.
4. A student's conduct, attitude, negative influence, or lack of effort makes it inadvisable for that student to remain in SBA.
5. Excessive absences.
6. Continual failure to achieve academically or continual lack of effort.
7. Failure to remain current on school account.

Reasons for Expulsion

1. Use, association with, or possession of drugs or alcohol at any time.
2. Threats to teachers, staff, or students at any time.
3. Intentional destruction of church or school property.
4. Forcible entry into any church or school buildings.
5. Obscene gestures and language directed at the faculty or staff at any time.
6. Immoral behavior at any time, as defined by the Administration and addressed elsewhere in this handbook.
7. Possession of pornography at any time.
8. Accumulation of 90 demerits in a semester.

Expulsion is the permanent removal of a Student from Southside Baptist Academy. Expulsion may result after a single major offense or a series of misbehaviors. SBA reserves the right to dismiss at any time, any Student whose influence is found to be harmful or who shows by his/her conduct that he/she is not amendable to the rules and regulations or who fails to uphold the standards of the school at any time or who, because of their actions or attitudes, is having a detrimental effect upon the spiritual and social atmosphere of the school.

The student and parent must meet with the Administrator and/or Pastor before re-enrollment will be considered for the following year. A student who has been dismissed or asked to withdraw from enrollment will not be allowed to attend school-sponsored activities without prior approval from the Administrator and/or Pastor.

****Although these specifics are listed, Southside Baptist Academy reserves the right to refuse any application, or dismiss any child at any time for any reason it deems necessary.**

Student Records

The school maintains a complete record, including a cumulative academic record, for each student. All material in these files is treated as strictly confidential and is available only according to the following policy:

1. It is the parent/guardian's responsibility to have the following documents updated and current in the student's cumulative file by providing to the school records coordinator:
 - * Birth Certificate
 - * Current School physical
 - * Current Immunization Record
 - * Current custody paperwork (if applicable)
2. No report cards or student records will be released to parents or to another school if the family is delinquent in tuition payments or has a debt of any kind with the school.
3. Parents or legal guardians have the right to inspect and review official records, files, and data directly relating to their child.

4. Parental requests to inspect and review the official record relating to a child shall be made in writing to the Administration. Such requests will be honored at the school's convenience. All records will be reviewed or inspected in the presence of an administrator so that proper explanation may be given.
5. When a student becomes eighteen (18) years of age or is attending an institution of post-secondary education, the permission or consent required of and the rights accorded to the parents and guardians shall thereafter also be accorded to the student. SBA will ask current students (18 years or older) to have a parent or guardian present while the student is inspecting his/her cumulative file.

Policies/Procedures

Southside Baptist Academy reserves the right to update or change the school handbook at any time during the school year. If changes are made, and voted on by the governing school board, a new handbook will be published, sent to all SBA students and families, and placed on our school website.

Academy Hours

Please drop off and pick up your child at the front of the school building using the circular driveway on West Bay Avenue. The front school doors will be unlocked at 7:45 A.M. Students may begin arriving at that time. No student is allowed to be outside without adult supervision. If you are in need of an earlier drop off time, please refer to the Extended Care portion of the handbook. The doors will be locked promptly at 8:00 to ensure your child's safety. If a student arrives after 8 A.M. when the doors are locked, the parent must call the number on the front door to have the door opened and then sign their child into their classroom. Children may be picked up starting at 3:00 P.M. Pick-up times are between 3:00 P.M. and 3:15 P.M. In the event you need a later pick-up time please refer to the Extended Care portion of this handbook.

Early Pick-up

Any parent wishing to pick up their child early from class must contact the school office or call the number on the front door of the school for assistance. The parent or guardian must be on file with the school office already as an authorized pick-up person. Office staff is not authorized to make permanent changes to the pick-up list based on a phone call or a written notice from the parent. If you wish to add someone to your pick-up list please stop into the office and inform the administration.

Attendance

Regular attendance is essential for a student's academic, social, and spiritual development. When students achieve this they can maximize their educational opportunities. We have adopted the following policies: Students are allowed ten excused absences per semester (20 absences for the school year) without any academic penalty. Students who have unexcused absences will not be allowed to make up missed assignments and quizzes will receive a "0" for that grade.

Excused Absences shall include but are not limited to the following reasons: illness or injury, doctor's visits, dental visits, death in the family, or family emergency. For all excused absences the parent or guardian must submit a written statement with the reason. The note must include the date the note was written, the date of the absence, name of the student, and reason for absence. Your child may submit this to his/her teacher to be placed in their file.

Unexcused Absences include absences for all reasons other than those listed for an excused absence. In the event that a student receives 5 unexcused absences in a semester, a letter will be sent home to the parent or guardian to notify them that the student is in danger of non-promotion, loss of credit and/or loss of scholarship funding for that semester if the absences exceeds 9. If a student accumulates 8 unexcused absences in a semester, a conference with the parents or guardian will be required to inform them in writing that the 10th unexcused absence will result in grades of Incomplete/Failing being issued for the semester. Notification will be to the scholarship funding organization, if any, to inform them that the student has failed to meet the minimum attendance requirements. If the scholarship is lost due to non-attendance, the parent/guardian is responsible for the balance of the tuition not paid for the student by the funding organization.

Tardiness will be noted when the student arrives after 8:00 A.M. It is important that all students be in their classroom and in their seat at 8:00 A.M. Teachers have a lot to accomplish and we need all students to be on time. If a student arrives after 8:00 A.M. they will receive a Tardy mark. Five unexcused Tardy marks will result in one Absence given. The rules for excused/unexcused absences are the same for tardiness. If your child has an excused tardy, please remember to provide a written statement noting the reason to the office or teacher.

Cell Phone/Laptop Policy

Cell phones are not permitted on campus. If you insist on your child having a cell phone with them, the phone must be powered down and put in the book bag. It may not be taken out on school property, without prior permission. If used without permission, the teacher may confiscate until after class. If there is an emergency, your child will be permitted to use the school office telephone.

Laptops or ipads are permitted in class to use during study hour if they are only being used to complete assigned homework, and if the teacher has given permission for the device to be used.

Children will not be allowed to play video games or be online on school property, without prior approval.

Church Attendance

Regular church attendance is strongly encouraged and all students and their families, including those with nursery needs, are welcome to worship with Southside Baptist Church on the below-mentioned days and times. Our staff and teachers desire your child to be involved in church even during the week, especially on Wednesday evenings. For this reason, homework on Wednesdays will be light and, when possible, able to be finished in class during the day.

Sundays

9:30 A.M. Sunday School
10:30 A.M. Morning Service
6:00 P.M. Evening Service

Wednesdays

6:45 P.M. Southside Sailors (4–12 year-olds)
7:00 P.M. Evening Service

Dress Code

We strive to honor the Lord in all ways, including our manner of dress. Because of this, we have adopted a uniform policy. Modesty is of the utmost importance. Students are to avoid tight-fitting clothing and all manner of dress that does not glorify the Lord.

Uniform Policy

- **Boys:** Khaki or Navy colored pants paired with a navy, green, white, or burgundy polo shirt.
- **Girls:** French Toast Green plaid below the knee skirt paired with a navy, green, white, or burgundy polo shirt. Girls must wear bike shorts under their skirts if they will be playing on the playground.
- Uniforms should be kept in clean, intact condition. Should clothing become stained or torn, please provide a replacement for the student promptly.
- Nail polish may be worn by female students only.
- Knees are to be kept covered while standing, sitting, or bending over. Skirt/skort hems must be touching the floor if a female student were to kneel down.
- For solid color polo shirts, a single small brand emblem is allowed. It should not be bigger than a half dollar coin.
- Polo shirts must have at least the bottom button fastened to maintain modesty.
- Students must wear closed-toe shoes at all times to prevent injury and protect their feet.
- Socks or hosiery should be worn with shoes to prevent sweat or odor problems.

- No student is to wear tight-fitting, revealing clothing that draws attention to private body parts. All underwear parts must be completely hidden at all times.
- Hair must be kept clean, neat, and well maintained. It should not fall across the student's eyes to obstruct vision. Hair combed and styled cannot stick out more than 2" from the head.
- Hair color should be in naturally occurring shades only.
- Haircuts are not to be extreme (mohawks, fully or partially shaved heads, etc.), boys should have shorter-length hair, neatly trimmed around the ears that does not reach their shirt collar.
- Male students must be clean-shaven. No barrettes, hair bands, or hair accessories are permitted for male students.
- Earrings, bracelets, or necklaces may only be worn by female students.
- Hats are only to be worn during outside play and must be worn with the bill facing forward. There must not be any inappropriate writing on the hat.
- Students are not permitted to have tattoos: temporary or permanent. If a student has a tattoo prior to enrollment, the administration must be made aware in writing. This document will be placed in the school file. The student's tattoo must remain covered at all times and not be something "shown off" to other students. Under no circumstance is a student permitted to get a tattoo while enrolled at SBA.
- During P.E, students must wear the official SBA t-shirt. Boys will be permitted to wear long baggy basketball shorts. Girls must wear the SBA t-shirt with long basketball shorts, a skort, or culottes. Shorts for boys and girls must cover the knees at all times while sitting, standing, and playing. They must also be loose fitting. Students are expected to wear athletic shoes and socks during P.E. as well.
- Students may wear plain colored jackets or sweaters to school. No jackets or sweaters with any writing may be worn, with the exception of a small logo in the upper left corner no larger than a half-dollar.

In the event of a dress code violation, the student will be given a warning or sent to the office. The parent may be contacted to provide appropriate clothing or to pick up their child. Repeated or habitual offenses will be treated with disciplinary actions and may be cause for termination of enrollment.

Illness and Administering Medication

For the welfare of a sick student and others in the school, all students who are sick must be kept at home. If the office calls to notify the parents that their student has become ill, they are responsible to see that their student is picked up within one hour of notification. Parents will be notified by school personnel in case of substantial injury, illness, or a temperature above 100 degrees.

Students should stay at home if they have any of the following symptoms:

Fever: Any student with a temperature of 100 degrees or higher should not attend school. Be aware that artificially lowering a fever via medication does not change the fact that the student is still contagious to others and should not attend school.

Diarrhea/Stomach Flu/Rotavirus: Any student with these conditions should stay at home.

Runny nose/cough/sneezing: A runny nose is a concern when the discharge is thick or discolored. If the discharge is thin and clear, it could be allergies, which are not contagious.

Rash: A student with a rash will be sent home and may return with a note from a doctor stating that the rash is non-contagious.

Illness requiring antibiotics: A student who is given antibiotics must wait at least 24 hours from the first dose of the prescription medication prior to returning to school.

An area in the school office is designated for students who are sick while waiting to be picked up.

Sometimes a student may have an illness that does not prevent their attending school but requires medication for relief or cure. If possible, such medication should be given by the parent at home. Students requiring medication at school must provide written permission on the form supplied by the school office to assist in the administration of each medication. Any student requiring over-the-counter medicine, must immediately turn it in to the teacher with written and signed instructions for administration. OTC medicines will only be administered by the school in compliance with the medical release forms completed in the enrollment packet.

Checks for head lice will be completed at random. Any student who is found to have lice (either live bugs or nits) will be sent home and will not be permitted to return to school until their hair has been checked by a school administrator and found to be free of lice.

Inclement Weather Communication

Southside Baptist Academy directly follows the Hillsborough County Public School protocols regarding cancellation for inclement weather.

Late/Incomplete/Make-Up Work

In the event of an excused absence, a student will be given the opportunity to complete work in a time frame designated by the instructor. If a parent is aware that their child will need to miss school, please reach out to the instructor at least 24 hours in advance so that specific arrangements may be made. For unexcused absences, the instructors will determine the appropriate course of action on an individual basis.

Lost & Found

Lost & Found is located in the school office and is available for access between the hours of 8A.M. and 3P.M.

Lunch

Students should provide their own lunch and a small snack. Elementary students will be given a 30-minute snack break mid-morning. There will be microwaves provided for anyone who wishes to heat up their lunch. Lunches should not take longer than 2 minutes to prepare and students should bring their own utensils. Plates cannot be provided for students. If your child needs a plate to heat up his/her lunch, please send a disposable plate or a reusable one to put back in their lunch box.

Students are not permitted to bring metal knives, sodas, candy, or energy drinks. Family members may schedule to have lunch with their children; however, guests should be limited to two per student and should receive prior approval from the school office. Birthday celebrations should receive prior approval from the teachers.

Vendors are used on a scheduled basis for the main entrée, and the student may order with the teacher ahead of time. If possible, please pay with correct change. Drinks, ice cream, and other simple snack or lunch items may be available for purchase in the lunchroom. Parents may wish to put money on their child's snack account so they can purchase when they would like to.

Parent-School Relations

As a Christian ministry, we ask Parents to be loyal to the mission and vision of SBA and bring any and all questions and criticisms to the appropriate Staff and/or Administration so that they may be thoughtfully considered.

In dealing with any problems or concerns, the following Biblical policy should be followed:

Talk privately first to the person with whom the problem or concern exists; do not talk to their superiors or others about the problem or concern (Matthew 18:15).

However, if no solution is made, then present the problem or concern to the supervisor of the person or group involved (e.g. if Teacher - go to the Administrator, if Administrator - go to the Chairman of the Board) (Matthew 18:16).

However, if the problem or concern is still not resolved satisfactorily, submit it in writing to the Board; then request a meeting with the entire Board for resolution of the problem or concern (Matthew 18:17).

Since Parents are the best role models for their children, it is expected that all Parent-School relations should be of a polite and respectful nature. If a Parent does not conduct themselves in a polite or respectful manner towards the SBA Faculty, Staff, Students and/or other Parents, the Board reserves the right to permanently remove their child from the school.

Security Cameras

The campus does have active security cameras that monitor the grounds. Requests to view footage must be made to the Board in writing stating the reason, date, time, and location requested. The Board can refuse for any reason.

Standardized Testing

All students in grades 1st-12th grade are required to participate in our standardized testing. We believe that standardized test results are a tool that can be used to improve and enhance instruction. Therefore, we will consider test results when looking at grade promotion for a student. However, no standardized test result will solely determine a student's advancement to the next grade. Instead, test results will be used to determine possible areas of weakness and to determine a remediation program if needed.

Tuition Information

Each student must pay an application fee, registration fee, testing fees, book fee, tuition, and all applicable miscellaneous fees. The application fee is due at time of interview. The registration fee is due upon enrollment and is non-refundable. If a student is registering for the upcoming year, the book fee is due by August 1. If a student enrolls during the year, the textbook fee and prorated tuition is due upon enrollment. The book fee cannot be prorated if entering after the first of the school year.

All families must be current on tuition payments and other fees in order for their children to attend the first day of school. Also, families must be current after the semester break in order for their children to return to school on the first day following the end of the first semester. Fees other than tuition and textbooks (e.g. music, sports, field trips, etc.) will be invoiced monthly through the Business Office. Balances must be paid by the 15th of the following month of receipt to avoid a \$25 late payment fee and potential program restriction. A registration packet, which includes the current fees and tuition charges, is available in the school office. Please understand that a classroom seat cannot be guaranteed in classes that are filled early unless the full registration payment is received and accompanied with all pertinent paperwork.

Tuition is split into ten equal payments from August to May. Invoices will be sent out at the first of the month. Please pay by the 10th. If we have not received payment by the 15th, a \$25 late fee will be applied.

Tuition fees are refundable on a pro-rated basis as determined by the Business Office and based on the official date of withdrawal. Other fees may be partially refundable under special circumstances when certain criteria are met on the part of the parent.

Report cards and related information will be held each grading period on accounts that are past due (this includes aftercare fees, library fines, lunch charges, etc.). During these times, cash and/or money order payments may be required. No report card or student record will be released until full payment is received.

If unexpected financial difficulties occur in a family that make it difficult to comply with these financial policies, we urge the family to notify the school or contact the Business Office

immediately. The more time a parent allows to pass before addressing the need, the more difficult it is for our ministry to help.

Southside Baptist Academy is a ministry of Southside Baptist Church. As such, it is imperative that the financial obligations of this ministry are met for the sake of the entire church ministry. We expect that our parents recognize and understand that establishing specific financial policies is essential to protect this and other ministries of Southside Baptist Church. It is our desire to avoid the limiting of God's work simply because a financial commitment was not honored by a parent.

The financial policies contained in this handbook will be consistently enforced through the Business Office and the school administration.

Scholarship Aid

Southside Baptist Academy accepts Florida Tax Credit Scholarships (FTC/FES) including Step-Up for Students (SUFS). To apply go to www.stepupforstudents.org to complete an application. This scholarship usually does not cover books and registration.

Southside Baptist Academy requires parents to restrictively endorse the scholarship warrant or approve a funds transfer before any funds are deposited for a student.

Fundraising

Southside Baptist Academy endeavors to keep tuition as low as possible. The school program is supported by your tuition and by fundraising activities, as well as special gifts. Therefore, SBA asks every student and family to help in fundraising activities, which enables us to keep tuition at a minimum. The school conducts several fundraising events throughout the school year to enable us to meet the expenses not covered by tuition.

Music Payment

Music class (Piano) begins the second week of school. There will be a total of 34 individual lessons, 2 group including, and two recitals—one in December and one at the end of the year. There may also be a Fine Arts Competition in the spring that the students will prepare for. Payments for piano will be split into 10 equal payments of \$85. This includes a non-refundable curriculum fee to pay for music books for your child. The lessons will be 30 minutes long and conducted during school hours as space is available. If you would like to have a longer lesson, please speak with our music director to make arrangements. In the event of an unforeseen problem, the school reserves the right to combine individual lessons into a group lesson for the week, i.e. hurricane, inclement weather, severe sickness, etc.

Textbook Loss/Damage Policy

Students pay a book fee at the beginning of the year. This fee covers the cost of student workbooks and certain supplies. Teachers will frequently send home re-usable books as well for

student use. Students are asked to take care of all books. Normal wear is to be expected, but if a student abuses or loses their book then it will have to be replaced at the student's expense.

Visitors and Volunteers

We request that all parents, relatives, friends, and all others who have occasion to visit our school—whether it be a special event or an activity sponsored by SBA to conduct themselves in a manner consistent with the standards and policies of SBA. Tobacco, drugs, alcohol, vaping, and pets are not permitted on the school property or at any activities sponsored by SBA.

Each teacher welcomes the visit of a parent to the classroom. However, any visitor to the school or classroom must sign in and obtain a pass in the office. The teacher should be notified in advance of any visit so that schedule conflicts may be resolved. If you wish to volunteer in the classroom please inform the teacher and schedule a time. Volunteering is greatly appreciated. If you choose to become a regular volunteer, we will be required to process your fingerprints to be kept in our volunteer file.

Academic Program

K4 Program—Students in the K4 Program will be at school for half of a day. The time is from 8-12 P.M. Students will receive instruction in Bible, Music, Phonics, Writing, Numbers, Art, and Readiness skills. The environment in K4 is fun, exciting, and meant to teach the kids to love to learn. Students must be fully potty-trained before entering school. If a child has an accident at school, the parents will be called and will be expected to send someone to the school right away to help change their child. The teachers and staff will not be permitted to help change your child.

K5 Program—Students in the K5 program must reach 5 years of age by the start of the school year. Students in this program will read exciting Bible stories, learn Phonics, Reading, Science, and Numbers. They will also get to participate in Social Studies, Art, Music, Poetry, and even Drama. Students will receive grades in Phonics, Numbers, and Reading at different times throughout the year.

1st-2nd Grade Program—Students in first and second grade will strengthen their reading skills and love for reading. They will continue learning and practicing their Phonics so they can excel in reading. Students will also participate in Spelling, Math, Language History, Science, Physical Education, Music, and Drama.

3rd-8th Grade Program—Students will learn to work a little more independently from their teachers, and will begin to develop skills that will help them the rest of their lives. They will receive grades in every subject and be expected to work hard and develop ideal study habits.

Music—Our music program offers personalized lessons with your choice of either guitar or piano lessons (or for the adventurous—both!) Each lesson is specifically crafted and designed to suit your student’s needs and learning abilities.

Physical Education (P.E.)—Students will be instructed in physical education, as well as health and nutrition. Students are expected to dress in the appropriate clothing and athletic footwear for PE. Please refer to the Dress Code section of handbook for specifics. PE is mandatory unless excused for medical reasons. If such a condition arises, please inform the PE coach in writing.

Cursive Penmanship—Each student will have the opportunity to learn how to read and write in cursive. Please encourage your child to do his best.

Chapel—Chapel is held every Wednesday morning from 8:00-8:45. Parents are welcome and encouraged to attend. All students are required to participate and bring their KJV Bible. During this time the students will get to interact more with the pastoral staff from Southside Baptist Church and other godly pastors in the community.

Pledges—Pledges will be said every morning at the start of the school day in each classroom. Over the course of the year the students are required to memorize, stand, and recite the pledge to our country, the Christian Flag, and also the Bible.

Field Trips—Field Trips may be planned during the school year for students in all grade levels. Students must stay with assigned chaperones from the beginning until the end of the field trip and may not change chaperone groups for any reason. Students may only leave a trip once their parent has signed them out with the teacher. Students may forfeit the privilege to participate on a field trip due to classroom discipline issues. On these occasions a parent will be required to attend the field trip in order for the student to attend. Students not attending the field trip will be assigned class work and placed in another class for the duration of the field trip. Students who choose to stay home during the field trip will receive an unexcused absence. In case of a cancelled field trip, students are expected to attend school for the day.

Parents may go on the field trips as space permits. Both students and parents must follow dress code and conduct policies of the school. Often a parent may be asked to be an official chaperone for a field trip/activity. As part of the chaperone agreement, chaperones may be responsible for more than their own child. Chaperones must attend the entire field trip. Chaperones are permitted to ride the bus if there are seats available.

Homework—Each student has his own Homework Journal provided by the school. Each day your teacher will assign homework. If no homework is given, the teacher will state that. Please sign your child’s journal each night showing that you have seen the assignments. If the journal is not signed, the student can receive a demerit or appropriate classroom discipline.

Extended Care

Southside Baptist Academy offers Extended Care for parents who need to drop their children off at school before the normal times or cannot pick their child up when school ends. Extended Care opens at 7:00 A.M. There will not be any staff or adult on the premises to watch your children before 7:00 A.M.

Extended Care students will be dropped off at the rear of the school building where the cafeteria is located. Students may bring in their breakfast if they have not eaten (microwaves are available). Students are welcome to work on homework, read, or play quietly. At 7:45 students will be brought to their classes in the main school building. If your child arrives at any time before 7:45 they will be charged the Extended Care morning rate of \$5.

In the afternoon, any student not picked up by their parent/guardian by 3:15 will be placed into Extended Care. If your child is in Extended Care you will be billed hourly regardless of how long your child is actually in Extended Care, whether for 5 minutes or 2 hours. At 3:15 all remaining students will be brought into the cafeteria. The students will begin with silent homework time in the Cafeteria. K5 students and any students without homework are welcome to read or join in the K5 story circle time. At 3:45 students will go outside for a snack (not provided) and outside play. Between 4:30 and 4:45 students will venture inside to play games or various activities in the cafeteria until picked up by parent.

Morning Extended Care is a rate of \$5 for each morning, but if enrolled in the Extended Care officially, then it is \$50 a month for E.C. regardless of how many times you use it. Afternoon Extended Care is charged hourly and the rate is \$10. If your child is there for any part of an hour the rate is \$10, whether your child was there for 5 minutes or the whole hour. If you choose to enroll your child in afternoon Extended Care then the monthly billing is \$250, regardless of how many times it is actually used.

Please pick up your children promptly by 6:00 P.M. Additional fees apply for late pickup—\$1 per minute. All Extended Care fees must be paid by the 15th of every month.

Grading

In the younger grades a simple grading style is used with emphasis placed on attitude and effort. As students begin taking quizzes and tests, they will be graded on a 10 point grading scale.

100-90 = A

89-80 = B

79-70 = C

69-60 = D

0-59 = F

An I/C indicates that a subject is incomplete. Please contact your child's teacher to see what needs to be done.

Students are expected to maintain at least a "C" average to be considered for advancement to the next grade. If a student falls below this level in a given quarter, that student will be placed

on academic probation. At that time, SBA will instate an Academic Probation Contract. The student and parent will be responsible for meeting certain criteria deemed necessary by the child's teacher. Every two weeks, the teacher will send home an updated progress report. The student must be making significant improvements to be eligible to continue studying at SBA. The student must make progress at each progress report, and by the next grading period have raised his or her grade point average to the acceptable standard. Students continually not meeting academic standards, will be advised to find a school capable of meeting their unique needs. A letter of dismissal will be sent home, and the child will not be able to continue at SBA.

Report Cards/Progress Reports

Each week, teachers will send home a packet of all tests and quizzes that have been recorded in the grade book. You will find on the cover sheet, a list of all grades your child has earned for the week. Please sign this and send back to school for record keeping.

Halfway into each semester students will be sent home with a progress report. Parents can expect report cards to be taken home by student at the end of every semester. This report includes the student's class grades and teacher comments. Both documents should be signed and returned with student upon next school day.

Student Code of Conduct

'But the fruit of the Spirit is love, joy, peace, longsuffering, gentleness, goodness, faith, meekness, temperance: against such there is no law.' - Galatians 5:22-23.

At Southside Baptist Academy, our Code of Conduct hinges entirely upon the demonstration of the fruits of the Holy Spirit. When we have an attitude of love and obedience to God, our conduct consistently remains in line with the values of our faith. All students are expected to behave in accordance with this truth.

1. Respect must be shown to elders/sources of authority at all times. Prompt, polite responses ("Yes, ma'am,"/"No, sir") are expected.
2. Hurtful or discouraging written or verbal comments pertaining to SBA employees, certain policies, or any member of the student body is prohibited.
3. Use of cell phone or laptop to take or share inappropriate music, photos, videos, or otherwise digital communication is prohibited, as well as any recording taken on school property or the posting/sharing of such a recording.
4. Conduct that is distracting or disruptive in the classroom or anywhere on campus will be disciplined.
5. Dishonesty (cheating, lying, stealing, etc.) will not be tolerated and could result in suspension or expulsion.
6. Foul language is not permitted as well as any phrase that would not be considered wholesome. This includes profanity, vulgarity, and taking the Lord's name in vain.

7. Inappropriate physical touching is strictly prohibited at all times anywhere on campus or at any SBA-sponsored event.
8. Student involvement in the following practices can lead to suspension or expulsion: vaping, smoking, tobacco products, drugs, and alcohol.
9. Disciplinary action will occur from any failure to follow medication guidelines.
10. Instant student dismissal from SBA is attained by possessing, selling, or distributing illegal drugs, inhalants, or alcohol. Students may not encourage or defend the use of such substances. If a student is off-campus and finds themselves in an immoral environment with drugs or alcohol present, he/she are expected to immediately remove himself from the environment.
11. Suspension or expulsion will result from any weapon of any kind being brought on campus. Local police will also be alerted.
12. Social involvement for students should be kept to morally upright circles, and any participation or discussion in practices that degrade moral values is prohibited.
13. Physical or digital ownership of inappropriate or illegal material will immediately result in discipline.
14. Suspension or dismissal will occur if any student participates, associates, or is involved in immorality, homosexuality (including identifying as non-heterosexual), bisexuality, transgender identity, or activities of a mature nature such as engagement, marriage, or pregnancy.
15. Bullying or any bothersome comments that could inflict physical or emotional pain is taken very seriously at SBA and can lead to suspension or expulsion.

Discipline

Discipline is a scripturally necessary component of education, as explained in Hebrews 12:11—“*Now no chastening for the present seemeth to be joyous, but grievous: nevertheless afterward it yieldeth the peaceable fruit of righteousness unto them which are exercised thereby.*” It is essential to developing orderliness, efficiency, and self-control. For this reason, it is necessary for the well-being of the student and the school. Every teacher assumes an authoritative role in their classroom and retain the right to make and implement classroom regulations in accordance with the disciplinary procedures of SBA.

Southside Baptist Academy integrates several different disciplinary techniques, including positive reinforcement, reprimand, suspension, and expulsion. Parent conferences are often required by the Administration to emphasize the full extent of a problem and to seek a resolution. A united, collaborative spirit between the home and school is an important requirement for student growth.

A harmonious classroom discipline policy for each grade level will be developed, including rewards for good behavior. Teachers will extensively communicate to students their behavioral expectations. A notice of classroom policies will be provided to parents in order to fully familiarize them. There is no detention or demerit system for the elementary division. The elementary division

allots discipline in a more customized fashion, with teachers sending a discipline notice home only if a specific problem remains unchanged over time. The note is to be signed by the parent and returned the next day. If necessary, conferences may also be arranged. Major discipline problems will be addressed by the Administrator. Students with excessive discipline problems will receive probation and, if they remain uncorrected, will be expelled.

Demerit System

The goal of any disciplinary procedure is ultimately to foster a sense of self-discipline within the student. The demerit system assists in shedding light on any pattern of bad behavior and can greatly assist in preventing the formation of undesirable traits/habits, as well as providing a mode of communication to the parents. SBA expects students to exhibit positive conduct and well-disciplined behavior while on campus and at school related events. Demerits will be attained if a student fails to comply with either the policies outlined in this handbook or the in-class behavioral expectations set forth by the instructor. After a teacher or another school personnel reports a breach in discipline, the administrator or his designee then assigns the demerits.

Demerit levels drop to zero at the beginning of each semester. Situations not specifically addressed by this demerit system will be handled by the administration. Alterations to the demerit system may be made at the discretion of the administration and/or board of deacons of Southside Baptist Church (school board).

Definition of Demerit Terms

Cell phone/Electronic device violation: Cell phones/Laptops/Electronic devices seen or heard during the school day or inappropriately used while on campus.

Chapel misconduct: Lack of a Bible, sleeping, disruptive or inappropriate behavior; writing, passing, or reading notes.

Cheating: Plagiarism in all forms is cheating. This includes taking or giving answers on a test or quiz, copying homework, or allowing others to do so.

Critical spirit/Bad attitude: Protesting or complaining about the school policies, procedures, or faculty, or showing a willful attitude.

Defacing school property: Harming or defacing school property or showing disrespect towards property anywhere on the school campus. This includes writing on books, walls, desks, bulletin boards, and damage done during negligent behavior.

Deliberate disobedience: The intentional disregarding or disobeying of a direct request or command from an authority figure.

Disrespect: Insolence or ill manners shown toward an authority figure in attitude, word, body language, or facial expression.

Disturbing class: Engaging in disorderly behavior which causes an interruption or distraction in class.

Dress code violation: A breach in the dress code, including while attending all school activities.

Fighting: Involvement in or the encouraging of any form of aggressive physical contact such as fighting or wrestling.

Inappropriate conduct: Involvement in behavior that is possibly detrimental to persons or property. This would include horseplay, racism, roughhousing, chasing, play-fighting, unsafe driving practices, pulling chairs out from under a student, or tripping.

Inappropriate music: The promotion of immoral or inappropriate music through song, discussion, or writing (groups, pictures, symbols).

Irreverent or inappropriate slang: The use of unbecoming or vulgar words or phrases that do not align with Scripture, such as using the Lord's name in vain by either statement or euphemism.

Lack of attention in class: Engagement in activities unrelated to class, including sleeping and deliberate inattentiveness.

Lying: Engaging in any form of deception including giving false information.

Papers/forms not signed: Failure to return any item to a teacher or the administration that requires a parental signature.

Physical contact: Engaging in bodily contact which includes kissing, touching, holding hands, or putting arms around each other.

Profanity or vulgarity: Communicating in any way with tasteless language, cursing, profanity, or suggestive language or gestures.

Stealing: The unpermitted taking or borrowing of any item that belongs to someone else.

Unprepared for class: Lacking the necessary books or supplies for class.

Writing, passing, reading notes: Involvement in any stage of this process will result in demerits.

Demerit Penalties

1–3 Demerits: candy, food, gum, papers or forms not signed, locker violations, writing/passing/reading notes, unprepared for class, back-talking, bossing other students around, disturbing class, dress code.

5 – 15 Demerits: inappropriate conduct, defacing school property, critical spirit/bad attitude, chapel misconduct, irreverent or inappropriate slang, cell phone violation.

10 – 25 Demerits: physical contact, skipping class, disrespect, deliberate disobedience, profanity, inappropriate music, stealing, fighting, lying, cheating, bullying.

50 – 90 Demerits: alcohol, immorality, pornography, tobacco, smokeless tobacco, attending a music concert not in keeping with the standards and goals of SBA.

90 Demerits: criminal activity, weapons at school, use/possession/distribution of illegal drugs, threatening an employee or deacon board member of Southside Baptist Church.

Students that have earned demerits for the same offense more than twice within a nine-week period will be subject to receiving double the number of demerits for that specific offense.

Detentions

This is a strong indicator (after demerits) that a behavioral problem exists. A lunch detention will be assigned for every 10 demerits issued. Detentions will be held on the Monday or Thursday after the detention notice has been issued from 12:00-12:40. A second lunch detention will be given for failure to serve the first detention on the date assigned.

Discipline Probation/In School Suspension

Amassing an excess of demerits will endanger a student's participation in school activities as well as their continued enrollment at SBA. A student who acquires twenty-five (25) or more demerits during a semester must serve one day in In School Suspension (ISS). A student who accumulates forty-five (45) or more demerits during a semester will be placed on "Behavioral Probation" and lose their participatory privilege in extracurricular activities and will be required to serve one day in In School Suspension (ISS). A \$25 supervisory fee will be charged for each ISS assigned. A student will receive a zero for any homework, quizzes, or classwork that was due on the day of ISS. A student who accumulates sixty (60) or more demerits in a semester will be required to serve an additional day of ISS. A student who accumulates seventy-five (75) or more demerits will be required to serve one day of Out of School Suspension (OSS). A student who ends the semester with forty-five (45) or more demerits in two successive semesters may be denied re-enrollment for the following semester.

Please note: The attitude of the student's and parents' in receiving disciplinary correction are vital considerations in successfully resolving the matter at hand. Lacking submission to authority and repentance may lead to a greater degree of disciplinary action, including dismissal, as solely determined by the administration.

Expulsion For Excessive Demerits

A student who receives ninety (90) demerits in one semester will be denied continued enrollment in SBA. A minimum of 12 months must pass between a student's expulsion at any school and their application for enrollment/re-enrollment. This will be handled on an individual basis.

Grievance Policy

Should a grievance occur, a parent should take the matter directly to the member of staff with whom the matter occurred. If resolution is considered unsatisfactory, an appointment may be made with the principal. If still unresolved, the school board, headed by Pastor Nance, will be the final determiners of outcome.

Child Abuse

Florida law requires that all teachers and administrators report child abuse or suspected child abuse to the proper authorities. This can be done by calling 1-800-96-ABUSE (962-2873) or report online at <http://www.dcf.state.fl.us/abuse/report/>.

Harassment (Bullying)

Southside Baptist School seeks to treat every individual with sensitivity and respect. The school encourages consideration of others and will not tolerate harassment of individuals. The environment necessary for the educational program fostered by the school must be one in which all individuals are free to develop appropriate relationships, work, and learn. The individual must be able to pursue his or her academic program without fear of intimidation, humiliation, or degradation from unwelcome and unacceptable behavior of another.

Sexual harassment is a violation of anti-discrimination laws. It is defined as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of sexual nature when: (1) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance (2) such conduct has the purpose or effect of creating a hostile, intimidating, or offensive work environment.

Reporting Procedures: Any alleged violation of the harassment policy should be reported immediately. Grievances should be reported to the administrator.

SBA is truly a place for us, as believers, to exercise our Christian principles. We serve as a model for the students when we respond in godly ways. As conflicts occur, we must handle them

in a righteous manner. God's Word declares the way to problem solving in the 18th chapter of Matthew, regarding the least amongst us as being the greatest.

This principle, when exercised in the Christian school environment, helps to maintain strong, virtuous relationships. As children of God, we need not be easily offended because we know we can count on the Lord's ways to resolve any issue.

Prayerfully and confidentially, the parties involved should meet together and steadfastly seek the mind of the Lord. After an open and honest discussion, both must be willing to change as the Lord leads. Most problems are reconciled at this first level. God Himself gives this step first, and with it, he issues the expectation of resolution.

Only if this first step fails should a school problem be furthered to the school administration. Following this distinctive practice establishes the Christian school as an ongoing spiritual exercise.