



***Student / Parent
Handbook
2023 - 2024***

A Ministry Of Southwinds Baptist Church

16811 FM 2920 Tomball, TX 77377

281-351-7677 www.southwindsca.org

Pastor Andy Chute

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Section 1 - Welcome

Dear Parents,

Let me be the first to welcome you to Southwinds Christian Academy (SCA). We are honored that you have chosen SCA for the education of your child. Our desire is to serve your family and form a lasting relationship that produces an investment return in your child's life. Before the school year begins, please take a moment to read through this Student/Parent Handbook. In it, you will find key policies and procedures followed at SCA. Your understanding of, and commitment to, these policies will ensure a successful partnership between SCA and your family. If you have questions or need further guidance, please notify the school office.

With appreciation,
Andy Chute

History of Southwinds Christian Academy

Over a period of years, God solidified the vision for a Christian School in the heart of Pastor Andy Chute. In 2020, Pastor Andy shared his vision with the church, and stated that SCA is based on three core elements:

- 1. Christian**
- 2. Quality**
- 3. Affordable**

The desire for a quality education, based on Christian principles, is the driving force behind SCA's commitment to building a quality school. We understand the financial impact that a private school has on a family's budget. SCA aims to bridge the gap between affordability and a quality education. Finally, and most importantly, is that of a Christian school that is unashamed to claim Jesus Christ as Lord. SCA believes that a Christian education is needed more than ever to impact the next generation of leaders in our world.

Purpose

Southwinds Christian Academy's purpose is to assist and support parents in educating and equipping their students to develop a heart for God, cultivate a sound biblical worldview, and to prepare them to impact their family, church, community and world through a Christ centered education.

Mission

"To prepare students academically and spiritually for this world and eternity."

Section 2 - Doctrinal Statement

GOD

There is one, and only one, living and true God. We believe in God the Father, perfect in holiness, boundless in love, infinite in wisdom and measureless in power.

Genesis 1:1; 2:7; Exodus 3:14; 6:2-3;20:1ff.; Leviticus 22:2; Deuteronomy 6:4; Psalm 19:1-3; Matthew 6:9ff.; 7:11; 23:9; 28:19; Mark 1:9-11; John 4:24; 14:6-13; John 17:1-8; Romans 8:14-15; Galatians 4:6; Ephesians 4:6; Colossians 1:15

JESUS CHRIST

There is one, and only one, living and true God. We believe in Jesus Christ, God the Son, pre-existent with the Father, begotten by the Holy Spirit and born of the Virgin Mary; His sinless life, making atonement for the world by His substitutionary death on the cross. We believe in His bodily resurrection, His glorious return to earth with His saints after the Tribulation to set up His millennial reign.

Hebrews 9:22; I Thessalonians 4 :13-18 ; John 14:6; Acts 4:12; Hebrews 13:8; John 1: John 16:28; Revelation 19 & 20

HOLY SPIRIT

There is one, and only one, living and true God. The Holy Spirit is the Spirit of God, fully divine. We believe he indwells those who believe and enables believers to live godly lives.

Ephesians 1:13-14; 4:30; Romans 8:16; John 14:16,17, 26; John 16:3:3-7; John16:7-14; Acts 1:8; Romans 8:9-11; 8:14-17; 1 Corinthians 2:10-14

HOLY SCRIPTURES

We believe that the Bible is the divine revelation, authoritative, infallible and complete Word of God, and that it is therefore our final authority in matters of faith and practice.

2 Timothy 3:16-17; 2 Peter 1:20-21; Proverbs 30:5-6

CREATION

We believe the Genesis account of creation is a literal, historical record of the direct acts of God.

Genesis 1:1-11

SIN AND MAN

We believe that man was created in the image of God; that he sinned and thereby incurred physical death and spiritual death, which is separation from God. We believe that all human beings are born with a sinful nature and are in need of salvation from their plight.

Genesis 1:27; Genesis 3:6-24; Romans 3:28; Romans 5:12-19

SATAN/DEVIL

We believe that Satan was created by God and enjoyed heavenly honors but through pride and ambition to be as the Almighty, he was cast out of Heaven by God. He is now the unholy god of this world, the enemy of God and man's great tempter and accuser.

Isaiah 14:12-15; Ezekiel 28:14-17; Revelations 12:7-90; 20:1-3; 20:10

SALVATION

We believe salvation is offered to all men and involves the redemptive work of Jesus Christ on the Cross. God saves from sin and death, all who come to Him through Jesus Christ, His Son for Eternity.

Hebrews 9:14-22; John 6:44; 14:6; 1 Thessalonians 5:23; John 3:16; James 1:21

HEAVEN/HELL

We believe Heaven is the place of eternal blessedness for the saved and that hell is the place of eternal conscious punishment for the lost.

Revelation 20:11-21:8; John 5:28-29; Matthew 25:46

LOCAL CHURCH

We believe the Church consists of the those who have trusted Christ as Savior through faith in his Redemptive work on the cross. We believe the Church is God’s tool for reaching the world with the gospel by equipping believers with the tools and skills necessary to live out the gospel through their personal lives and that every believer should serve in the local church and to be a witness of Christ outside the church.

Ephesians 5:25-29; I Corinthians 11:23-34; 12:12-13; 12:27-28; Hebrews 12:23; Colossians 1:12-19; Acts 2:42-47; 14:23; I Timothy 3; Acts 20:28; Hebrews 10:25;

Human Identity and Marriage

We believe Human identity is defined by God in the Holy Scriptures as male and female as distinguished by their unique created design and clear biological and physical differences.

We believe Human Marriage, in accordance with the Holy Scriptures, is also defined by God as the unique union of a Male and Female according to their God given created identity and sex. Therefore, marriage is the union of two people of opposite sex and correct gender representation to their original design.

Genesis 1:26–27; Genesis 2:7; Genesis 2:18; Genesis 2:21–25; Matthew 19:3–6; Mark 10:6; Ephesians 5:21–33

Morality Statement

Southwinds Christian Academy partners with the home to mold students to be Christ like. Of necessity, this involves the schools understanding and belief of what qualities or characteristics exemplify a Christ like life.

Therefore, SCA reserves the right within its sole discretion to refuse admission of an applicant, or to discontinue enrollment of a student, if the atmosphere or conduct within a particular home or the activities of the student are counter to or are in opposition to the Biblical lifestyle the school teaches. This includes but is not limited to, participating in, supporting, or condoning sexual immorality, homosexual activity, bisexual activity or promoting such practices or being unable to support the moral principles of the school.

Section 3 - Admissions

General

Students are admitted based on:

- Availability of classroom space
- Completion of family interview
- Student's personal character and integrity
- Student's entrance test and/or scholastic records
- Agreement to standards set-forth in the SCA Parent / Student Handbook, SCA Doctrinal Statement, and Morality Statement

Students not permitted to enroll:

- Students who have been expelled from previous schools
- Students with a history of disciplinary issues including, but not limited to, physical or verbal aggression, drug-related incidents, weapon violations, immorality, or habitual/excessive absenteeism
- Refusal to agree to the standards set-forth in the SCA Parent / Student Handbook, SCA Doctrinal Statement, and Morality Statement
- Students with learning or behavior issues that SCA is not equipped to accommodate

Special Learning or Behavior Issues

Southwinds Christian Academy is not equipped to manage students with unique challenges in the classroom, or learning and behavioral disabilities. Although SCA does not discriminate, the administration reserves the right to refuse admittance to students with special educational requirements. If your child has previously been in special education classes, please take this into consideration before applying with SCA.

Age Requirements

K4 & Kindergarten

- K4 - Must be age 4 before or on September 1st of the school year
- K5 (Kindergarten) - Must be age 5 before or on September 1st of school year
- Must be fully potty trained

1st - 6th Grade

- Successfully complete and pass previous school year
- New students must pass Entrance Test

Non-Discrimination Policy

Southwinds Christian Academy admits students without regard to race, color, nationality or ethnic origin. Each student, regardless of background, with the help of parents, is expected to work to achieve the goals set by the school administration.

Admissions Process

Before applying, parents are asked to download and read the Southwinds Christian Academy's Parent / Student Handbook. A link to the Handbook may be found on the schools website.

Parents are required to create an online account with Gradelink to begin the application process. Also, any associated fees may be paid through the Gradelink portal.

Step 1 - Tour

Parents of prospective students may call the school office to schedule a tour or request a tour on school website. A staff member will gladly show you our campus and educational facilities. If you have questions, he / she will be able to assist you during the tour. Please call **281-351-7677** to arrange a tour or southwindsca.org

Step 2 - Online Application

Parents may apply to SCA by visiting our website www.southwindsca.org During the application process, you will be required to upload a copy of your child's birth certificate, current, or most recent report card, and immunization records / exemption statement, and parent's driver license. You may also bring a copy of these documents to the family interview in lieu of uploading.

If applicable, **legal documents** pertaining to your child's custody agreement, safety matters, or other pertinent information may be uploaded. If you prefer, these documents may be submitted to the SCA office during the interview process.

Note: A non-refundable \$150 Application fee is due at time of submission

Step 3 - Testing

After submitting the application, please call the school office at **281-351-7677** to schedule your child's Entrance Test. Also, parents may submit a testing form on the academy's website, www.southwindsca.org Students are placed into the appropriate grade level based on the testing results. Returning SCA students are not required to complete the entrance test.

Note: A non-refundable \$50 Testing fee is required to complete the test

Step 4 - Interview

The school office will receive notification once the application and testing are completed. A SCA staff member will contact a parent to schedule the family interview.

Step 5 - Approval

Southwinds Christian Academy administration personnel will review the application, testing results, and interview notes of all prospective students. Upon approval of a student's application packet, a parent will be notified of their student's admittance into Southwinds Christian Academy.

Step 6 - Books & Materials

A non-refundable payment for books and materials is due prior to the first day of school. A student's enrollment will not be considered complete, nor will they be allowed to start school, until the books & materials fee are paid.

- K4 Book Fee: \$150
- Kindergarten Fee: \$200
- 1st - 6th Grade Book fee: \$350

Re-Enrollment

SCA begins re-enrollment at the end of January of each year. Parents wishing to re-enroll their student(s) must do so by March 15th to receive a \$50 discount on the registration fee. This will guarantee their child a seat for the following school year. After March 15th, the normal \$150 registration fee will be required. Parents must consider the possibility that classes are full, thus not guaranteeing a seat for the next school year. Students will be put on a waiting list if no seats are available.

Student Transfer

Parents of transferring students will upload their child's most current academic records during the application process or bring to the family interview. Southwinds Christian Academy will request all other records from the student's previous school.

Homeschooled students must present a document stating curriculum, subjects taken, and grades earned to SCA. This document must be dated and signed by a parent or legal guardian. Grade placement is determined by previous records and the entrance testing conducted by SCA.

Student Withdrawals

Upon acceptance of enrollment, parents enter a contract with Southwinds Christian Academy. As such, parents are under financial obligation for each student's tuition for the full school year. If a parent chooses to withdrawal their student(s) during the school year, the full years tuition is still due and payable. Parents wanting to continue with the withdrawal, please:

- Notify the administration in advance, and as soon as possible
- Make arrangements with SCA administration for final payment of all fees and tuition still owed

Note: A student's records will not be released to the parents or other schools until all financial obligations have been paid in full

Section 4 - Academics

Curriculum

Southwinds Christian Academy has chosen to use the Abeka curriculum. Abeka is a proven Bible Based, nationally accepted curriculum that provides a high-quality education for the student. Abeka utilizes a traditional teaching approach that gives the early student the best foundation for future learning. Abeka curriculum features textbooks and support materials for both students and teachers.

For more information on Abeka, please visit their website: www.abeka.com

Gradelink

Gradelink Student Information System is an all encompassing secure website that provides parents access to their student's school information. Parents can access grades, class assignments, a school calendar, and pay fees and tuition. [Gradelink Parent Portal](#)

Grading Scale

SCA grading periods consist of four, 9-week periods. The school calendar will list the starting and ending dates of the grading periods. Report cards will be given out 2-3 days after the grading period ends. SCA will adhere to the following grading scale:

Core Subjects

A 90-100
B 80-89
C 75-79
D 70-74
F 0-69

Other Subjects

E . . . Excellence
S . . . Satisfactory
N . . . Needs Improvement
U . . . Unsatisfactory

Homework

SCA believes family time is valuable and important, as well as parental involvement in student educational development. Therefore, teachers will not give unnecessary homework. Homework is reserved for extra practice on a particular concept, an unfinished class assignment, or absent work. The school administration recommends to teachers to keep Wednesday's clear of homework, so that the family may attend church. Parents are asked to review, not do, their child's homework. Students suspected of submitting assignments they did not solely complete, will receive a zero on that assignment.

Section 5 - Communications

Parent / Teacher

Parent / teacher communications are facilitated through Gradelink and each teacher's SCA email account. Unless approved by individual teachers, parents are asked not to contact teachers through their personal email or cell phone. If a teacher cannot be reached or an emergency arises, parents should contact the school office at 281-351-7677. Meetings or conferences may be requested at any time during the school year by either the parent or teacher.

Parent / Student

Parents are encouraged to communicate with their children before arriving to school. If it is necessary to get an urgent or transportation related message to a student, please contact the school office at 281-351-7677. A SCA staff member will ensure the student receives the message.

Parent / Southwinds Christian Academy

Parents are responsible for reading and/or responding to any messages/information sent home by SCA teachers or staff. This may include take-home folders, emails, voicemail, and text messages. Emergency or inclement weather communications will be sent by email and text message through Gradelink, SCA's notification system.

Resolving Conflict

Parents should schedule a conference with their student's teacher to resolve any concerns or issues. If a resolution cannot be achieved, the parent is asked to contact the school office to voice their concerns. If necessary, the SCA Administrator will schedule a meeting with the parent and teacher to discuss the issue. If the issue is a personal matter with the teacher, a private meeting with the administrator may be requested.

Any issue or concern that remains unresolved will be forwarded to the Senior Pastor of Southwinds Baptist Church. The Pastor will schedule a meeting with all concerned parties to find an acceptable solution.

Conflicts with other SCA parents or students should be directed to the school office. The administrator will review all cases to determine the proper course of action.

Section 6 - Financial Information

General Information

Southwinds Christian Academy neither solicits, nor accepts, government funding of any type. Therefore, paying tuition and fees on time is crucial to the financial success of SCA. However, SCA welcomes donations and other financial support to help further the mission of the school. Generous, and tax-deductible, donations help to ensure educational excellence and progress.

Tuition 2023-2024

Annual tuition rates for the 2023-2024 school year are listed below. The annual tuition rate is discounted 5%, if paid in full at time of acceptance AND BEFORE THE FIRST DAY OF SCHOOL.

- K4 & Kindergarten.....\$3,600
- 1st - 6th Grade..... \$6,000

Note: Tuition is pro-rated for students entering after the first month of classes

Payment Schedule

Tuition may be paid on a 10-month payment schedule beginning on August 15th and ending on May 15th. The first month's tuition must be paid before a student is allowed to attend class. An auto-draft form must be filled out and on file before the first day of classes for those paying monthly.

Payments received after the 20th of the month will be assessed a \$25 late fee. Student accounts that are 30 days past due may subject the student to withdrawal until the account is current. School records will not be released to another school until the account is paid in full.

Payment Options

Gradelink

Tuition and fees are paid through the [Gradelink](#) parent portal. Fees may be assessed for certain forms of payment. Please refer to Gradelink for payment options and any associated fees. These fees are not included in any SCA tuition or fees.

Section 7 - Attendance

School Day Schedule

K4 & Kinder - Monday, Wednesday, Friday 8:15 am – 3:00 pm

1st - 6th Grade - Monday to Friday 8:15 am – 3:00 pm

Campus Entrance / Exit

Important: Parents are asked to refrain from using cell phones during the drop-off / pick-up process

Parents entering / exiting the SCA campus for drop-off or pick-up of students will use the East Campus Drive entrance. Please drive slowly to the Education building and begin line-up. Parents will drop-off and pick-up their children beside kid's building at door closest playground. You will exit the West gate. Thank you for driving safely.

Student Drop Off & Pick up

Note: Doors open at 7:20 am (no early drop off allowed)

Students are unloaded at the door of Education building closest to playground. To ensure the safety of students, please follow the directions of SCA staff. After unloading your child, move quickly & safely to allow other parents to drop off their child. Vehicles are not allowed to park or be left unattended in the drop off lane. If preferred, parents may walk their child into the building after parking in the parking lot on west side.

Pickup will be in the same fashion at 3:00pm. Please do NOT line up before 2:45pm so our Mother's Day Out children can be picked up first.

Before School Care

Before school care begins at 7:20 am and is free for all SCA students. Students must follow the instructions of SCA staff and adhere to the Before School Care policies and procedures.

After School Care

After school care is available from 3:15 pm to 5:15pm for an additional fee of \$5.00 per hour or any portion thereof. **The fee for late pick-up, after 5:15pm, is \$1.00 per minute.** Students must follow the instructions of SCA staff and adhere to the After School Care policies and procedures. Questions regarding the After School Care program may be directed to the SCA office.

Tardiness

Students are expected to arrive on time each class day. Students who arrive after 8:15 am will be counted as tardy. For any arrival after 8:15 am will require the parent to bring their child to the school office for check-in. A SCA staff member will escort the child to their classroom.

Absences

Southwinds Christian Academy understands that circumstances may require a student to be absent from class. Absences may be excused or unexcused. Excused absences include those for sickness, doctor and dentist appointments, or death of an immediate family member. A note explaining the absence is expected and must be given to the student's teacher.

Planned absences of an extended nature must be communicated to and approved by the SCA Administrator. Excessive unexcused absences are not conducive to learning and could result in a students dismissal from SCA.

Note: Tuition refunds are not given for any absences

Early Dismissal

Parents needing to pick their child up early, must first check-in with the school office. Once the student is signed-out, the parent may pick up their child in front of the Family Life Center. Students will not be released from class until the parent has checked in with the school office.

Severe Weather

In the event of any severe weather warning, students will be taken to designated safe areas. School closure will follow the Tomball Independent School District decisions. Parents will be notified through the school notification system, Gradelink, via text message and email.

Section 8 - Medical

Immunizations

Students are required to have on file, a Health Record listing all immunizations, diseases and illnesses, before beginning school. Immunizations must be dated, and the form must signed by a physician.

Parents who have elected to exempt their child from any mandated immunizations must complete an affidavit from the Texas Department of Health and Human Services. Request may be made online: <https://co-request.dshs.texas.gov> The affidavit must be signed, notarized, and submitted to the SCA office by the start of school.

Medications

Students should take any required medications prior to the start of the school day. If necessary, medications may be taken during the school day. The following procedural rules must be followed:

1. A signed Medication Administration Form must be in the students file
2. The medication must given to the SCA secretary before the school day
3. Prescription medications must be in the original container, labeled with the student's name, dosage, and time(s) of administration
4. The school will not administer any medicine not properly labeled
5. No over the counter medication (non-prescription) will be given without a written statement from a physician and the student's parent
6. Students are not permitted to keep medications with them during school hours
7. Cough drops are not considered medication and do not need to be left with the secretary
8. Parents are responsible for picking up medications before the SCA office closes

Illnesses

Students with a temperature of 100 degrees or more will not be permitted into class. Any student that is vomiting, has diarrhea, or develops a fever greater than 100 degrees during the school day, will be taken to the school office. The student's parents will be notified, and instructed to pick up their child.

A student must be fever free, without medication, for 24 hours before returning to class. Parents, whose student is absent for more than 2 days with sickness, are encouraged to contact the student's teacher. If necessary, the parent and teacher may make arrangements for pick up of any missed assignments. For every day missed due to

illness, the student has that time frame to makeup any missed work. Ex. Missed 2 days for sickness (Monday & Tuesday). Return on Wednesday means the student has until Friday to makeup work.

Communicable Diseases

Southwinds Christian Academy strives to maintain a healthy environment to prevent the spread of communicable diseases. The term communicable disease shall mean an illness that arises as a result of a specific infectious agent that may be transmitted either directly or indirectly by susceptible hosts or infected persons or animals to another person.

A teacher or staff member who reasonably suspects that a student or SCA staff member has a communicable disease shall immediately contact the SCA administrator.

Blood-borne Pathogens

The policy of Southwinds Christian Academy is to use recognized “universal precautions” in handling all blood or bodily fluids that have been known to contain several infectious diseases.

Section 9 - General

Dress Code

Students are required to wear uniforms while attending Southwinds Christian Academy. All uniforms, or other clothing, worn must be in accordance with SCA dress code standards. Parents are responsible for ensuring their child wears clothing, including uniforms, within the standards listed.

The approved SCA uniform consists of:

- Navy Blue, Gray or White Polo shirts
- Khaki pants, knee length shorts or Skorts
- Girls may wear Khaki skirts (shorts under)
- Girls may wear navy blue dresses (shorts under)
- Pants must not sag or be worn below the waist
- Skorts, shorts and skirts must be knee length and modest
- Proper footwear must be worn for safety
- Tennis shoes or sneakers must cover the entire foot
- Unacceptable footwear includes flip flops, sandals, or house slippers
-

Special days (i.e., Go Texan Day) may allow the wearing of jeans to school. Special activities clothing may include wind pants, jeans, cargo pants, knee length shorts and t-shirts. Special activity days are determined by the school with advanced notification to parents.

Lunches

Southwinds Christian Academy is not equipped to provide lunches, cold or hot, or to assist in heating a student's lunch. Students must bring a sack lunch and drink daily. Lunch containers must be labeled with the student's name. Parents are encouraged to have lunch with their children from time to time. However, parents must follow the SCA guidelines for visitors. Proper manners and lunchroom etiquette are expected of all students while eating lunch either outside or in the lunchroom.

Visitors

The safety of SCA students, teachers, and staff is of utmost importance. Therefore, all visitors to SCA must report to the school office during class hours. Family visitors (i.e., grandparents, aunts, uncles, siblings) must be on a student's approved visitors lists. Parents will provide the school office with all family member's names who are allowed to visit. Visitors must show a valid ID before being allowed to visit a student.

Parents are required to notify the SCA office and grant permission for any family member wishing to visit. The notification must be in writing, email is acceptable, and signed by the parent. All visitors, including family members, must be escorted by SCA staff while on the SCA campus. Unescorted visitors are prohibited from entering any SCA facilities, including the campus grounds.

Parents needing to leave items (i.e., books, lunch) are requested to stop by the school office. A SCA staff member will deliver the item to the student. Parents and visitors should not go directly to a classroom, as this interrupts learning and violates SCA's safety protocols and procedures.

Discipline

Southwinds Christian Academy's underlining purpose is to support parents by providing a quality Christian education. Our desire is that each child will develop a meaningful personal relationship with Jesus Christ, and grow in that relationship.

Our goal is that each student will accept responsibility for their personal development and behavior. Discipline is necessary for the well-being and safety of the students, teachers, and staff of SCA. Classroom order provided by the teacher consistent with scriptural teaching is critical to the overall health of the class.

Attendance at SCA is a privilege and not a right. This privilege may be forfeited by a student who does not conform to the policies and procedures of SCA. Concerns brought by a teacher or SCA staff are handled with discretion, respect, and through proper channels.

SCA gives great commitment and love to the students and families we serve. However, there is a greater commitment to the Lord Jesus Christ and to the entire school family. When a student displays a consistent and rebellious spirit and attitude, SCA may dismiss the student.

Appropriate discipline is a concern for SCA's faculty and staff. The following Biblical standards will govern all school and classroom disciplinary issues:

- Discipline is a reflection of love and concern, and as such, is used to nurture and train the student
- Authority and Responsibility is delegated to the teacher to maintain discipline and orderly conduct in the classroom
- It is imperative that Teachers and Parents communicate closely concerning disciplinary matters
- Discretion and Respect will be given to every situation and only those directly involved with a specific incident will be communicated with

Dismissals

The dismissal or expulsion of a SCA student is a serious matter. Consideration of all facts concerning a dismissal or expulsion will be given due diligence. Southwinds Christian Academy reserves the right to dismiss any student as determined by the administration and/or Pastors of Southwinds Baptist Church. Factors that may lead to dismissal include, but not limited to, the following:

- Falsifying or withholding information regarding a student's academia or behavior
- Students failing to progress academically
- Students becoming a detriment to the learning or safety of other students
- Compromising the integrity of the school
- Excessive absenteeism and/or excessive tardiness
- Using or writing foul or vulgar language
- Disrespect or insubordination to authority
- The possession or transmission and/or use of any tobacco, vapes, drugs, alcohol, knives, firearms, fireworks or any item that is used as a weapon
- The use of sexually inappropriate language, pictures, or internet sites
- Threats, intimidation to others, or bodily harm
- Parents or students making negative comments about the academy, administration, and/or teachers on social media or other public platforms

Search & Seizure

Southwinds Christian Academy reserves the right to search any student's person and belongings in the event the school suspects that a student possesses an unapproved item. This search may be conducted without the student's or parent's knowledge. However, the search will be conducted in the presence of the teacher and another staff member. Enrollment into SCA constitutes parental and student consent to such searches. All searches will be handled discreetly and respectfully.

Any search that produces an unapproved item, the following procedures will be followed:

- The item will be confiscated from the student
- Parents will be notified
- Extreme cases could result in dismissal from school.

Southwinds Christian Academy reserves the right to change any of the policies in this handbook with or without notice. An exemption of a policy for one student or family does not allow for an exemption for all and will be made on a case-by-case basis. We reserve the right to make changes and decisions as deemed necessary by the SCA administration and Southwinds Baptist Church with or without notice.