



HANDBOOK 2023-2024

2601 LONE PINE DR
FAYETTEVILLE, NC 28306

TEL: (910) 484-6091

www.gfaaeagles.org

secretary.gfaa@outlook.com

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GREATER FAYETTEVILLE ADVENTIST ACADEMY

Expected School-wide Learning Results (ESLR)

Graduates of GFAA will be able to demonstrate (or will have experienced) the following:

Spiritual:

- Base belief system on the word of God
- Become familiar with the Scriptures
- Establish a personal relationship with Jesus Christ
- Encourage and affirm those around them

Technology:

- Demonstrate proficiency in accessing information from a variety of sources
- Demonstrate competence with various technological devices
- Use technology responsibly as an educational tool

Academic:

- Achieve success by enabling students to reach their highest potential
- Understand learning as a life-long process
- Demonstrate competency in reading, writing and mathematics
- Appreciate the value of fine arts, science and physical education

Physical:

- Demonstrate physical, mental and emotional well being
- Understand how healthy habits in hygiene, exercise, and nutrition will develop a more productive individual
- Understand the consequences of destructive lifestyle decisions

Social:

- Demonstrate the ability to work cooperatively with others
- Develop respect for the needs, ideas, and opinions and property of others
- Manage conflicts in positive ways
- Interact positively with others of diverse needs, beliefs, values and cultures

ACCREDITATION - Greater Fayetteville Adventist Academy is accredited by:

Accreditation Association of Seventh-day Adventist Schools, Colleges, and Universities

The National Council for Private School Accreditation
Middle States Association of Colleges and Schools with Commissions on Elementary & Secondary
Schools

North Carolina Public Education Department.
Operated By

Greater Fayetteville Adventist Academy is operated by the South Atlantic & Carolina Conference of
Seventh-day Adventists.

Contact Information

2601 Lone Pine Dr.
Fayetteville, NC 28306

Telephone: 910-484-6091

FAX: 910-484-5513

Email: secretary.gfaa@outlook.com

[www .gfaaeagles.org](http://www.gfaaeagles.org)

DISCLAMER

Due to changes that inevitably occur in staffing, state regulations, accrediting organizations, technology and finances; the classes, policies and guidelines within this handbook are subject to changes at the discretion of the school at any time.

SCHOOL PHILOSOPHY

Greater Fayetteville Adventist Academy believes that Jesus should be at the center of all Christian Education. "The Fear of the Lord is the beginning of all wisdom (Psalms 111:10)". Also, we will focus in academic rigor in an individualized form, decreasing the gap and advancing students in their academic career.

SCHOOL OBJECTIVES

Help students to know God and develop a Christian philosophy.

- Instill self-respect and respect for others in the hearts and minds of the students.
- Help students to learn the importance of good health and physical fitness.
- Provide a thorough education with emphasis on high academic achievement.
- Instruct each student to use their learning style and the wisdom of God to advance in their academic life by being responsible, persistent, prayerful, and creative into finding the solution for a problem.
- Foster a true Christian environment in which students will respect each other's opinions, use their differences to achieve a common goal, feel safe to express their ideas, and embrace the ideas presented by others. Above all, love others like Jesus loved.
- Create a parental support culture, in which the school is an extension of our home. A culture where families collaborate and plan to help one another grow in unity for the sake of the education ministry, and to prepare all of our youth for the Heavenly Kingdom.

SCHOOL MISSION STATEMENT

The mission statement of Greater Fayetteville Adventist Academy is to provide a quality Seventh-day Adventist education in a climate that promotes a relationship with Jesus Christ and a desire to fulfill His commission of service.

CONFLICT RESOLUTION

In even the best schools, individuals sometimes have concerns regarding the school's operation or perhaps some action of a student, parent, an individual employee or teacher. Most of the time, these concerns can be explained or corrected by an earnest, prayerful visit between the parties involved. (Matthew 18:15-18)

1. If the person with the concern has met with the person or persons, they have concerns with for the purpose of finding a resolution and no resolution has been achieved then step #2 is implemented.
2. The school administrator may be requested to serve as a consultant regarding the specific concerns, meeting with the parties involved. If the incident cannot be amicable resolved then step #3 is implemented.
3. In the event that the individual's concern continues after consultation with school administrator, the school board chairperson will try to bring resolution. If the incident cannot be amicable resolved then step #4 is implemented.

4. The individual may put into writing a letter expressing his/her concerns, with a request in writing to meet with the school superintendent and parties involved no later than five (5) days following the outcome of step # 3.

Since such resolutions are sometimes of a sensitive nature, the principal (if not personally involved), board chairperson and the superintendent (or associate) of schools should share the resolution with the person involved. Every effort should be made to come to a caring, peaceful conclusion among God's people. There are no appeal levels after this step and the determination is final.

ADMISSIONS

VISITATION/ ACADEMY DAY

Prospective students and their parents are invited to visit the campus. An official Academy Visitation Day occurs in the 2nd semester each school year. An appointment to visit on Visitation Day or at any other time may be made by calling the Front Office (910) 484-6091 or by e-mailing us at: secretary.gfaa@outlook.com

EQUALITY

Admission is available to students of any race, color, nationality, and ethnic origin. GFAA does not discriminate on the basis of race, color, sex, nationality, or ethnic origin in our administration of educational policies, admission procedures, scholarship programs, and athletic or extracurricular programs. The academy, however, reserves the right to accept or deny any applicant or re-applicant except as stated above.

Individuals participating with GFAA in the sports program or other limited programs/classes that are not enrolled as full-time students are subject to limitations as determined by the school in terms of their ability to participate in extended activities. For example, field trips, special chapels or similar type programs etc.

No particular religious affiliation is required of any student upon entering GFAA. However, every student who presents him or herself for admission to the Admissions Committee of our school must:

Desire to be a part of and be a positive contributor to the strong Christian atmosphere at GFAA

Pledge to willingly observe all school regulations.

Maintain a positive attitude.

Be open to the exploration of getting to know God.

ADMISSIONS COMMITTEE

All applications are subject to the approval of the GFAA Admissions Committee of our school board. All new students are accepted on a provisional basis for the first nine (9) weeks they are in attendance.

GFAA does not admit individuals who engage in sexual misconduct, which includes non-marital sexual conduct, homosexual conduct, or the encouragement or advocacy of any form of sexual behavior that would undermine the Christian identity or faith mission of GFAA and the Seventh-day Adventists Church.

GFAA's goal is to provide student with age-appropriate experiences and Christian and social growth. Because life passages such as marriage and/or pregnancy often distract students from a successful experience in a traditional Christian school setting, students experiencing such may be asked to find alternate educational settings.

DOCUMENTS REQUIRED FOR ADMISSION – NEW STUDENTS

New students may be accepted after the following documentation has been received and reviewed by the Admissions Committee: A completed and signed application

Home-schooled students may be accepted based upon appropriate age considerations, maturity, and the grade level parents deem them ready. In addition, they may be required to take test/exam in order to help determine grade placement and in particular math and reading ability levels.

Eighth graders from an accredited school: A report card or transcript that certifies that the student has finished eighth grade; a copy of current grades if applying prior to eighth grade graduation; and a signed student records and transcript request form granting GFAA permission to obtain records from previous school.

Two recommendations sent to us from the following:

The student's most recent principal or a recent teacher such as Pastor, Head Elder, Head Deacon, Pathfinder/Scout Director or youth leader from the church where you or your parent's membership is held.

PARENTS OR FAMILY MEMBERS ARE NOT ILLEGIBLE TO COMPLETE CHARACTER RECOMMENDATION FORMS.

NOTE: Completed character reference forms must be mailed to:

GFAA Admissions Committee, 2601 Lone Pine Dr, Fayetteville NC 28306

DOCUMENTS FOR ADMISSION – RETURNING STUDENTS

Returning students must reapply each school year and may be accepted after all the following documents have been received and reviewed by the Admissions Committee:

Completed application form and conduct.

ENTRANCE AGE

Students entering Pre-Kindergarten must be at least 4 years of age on or before August 31 of the current school year in accordance with North Carolina Statutes.

Students entering Kindergarten must be at least 5 years of age on or before August 31 of the current school year in accordance with North Carolina Statutes.

Students entering first grade must be at least 6 years of age as of August 31 of the current school year in accordance with North Carolina Statute

REGISTRATION

Students who have been officially admitted to GFAA and financially cleared by their previous school may register at GFAA. Students must complete registration in order to attend school at GFAA.

DOCUMENTS REQUIRED FOR REGISTRATION

Admitted students will need the following documents completed and on file in order to be officially registered at GFAA:

- Certified birth certificate
- Proof of Immunization
- A record of an annual Physical Examination [every student, every school year]
- Student Medical Record Form
- Consent to Treatment Form
- Completed and signed emergency card
- Consent to Off-Campus Trips
- Off-Campus Permissions Form
- Student Driver Permission Form (High school only) (and Permission to drive others)
- Over the Counter (Non-Prescription Drugs) Permission Form
- Acceptable Use Policy (for internet and computer use)
- Request for Records
- Signed handbook acknowledgement form from students, parent or guardian stating that they have read the Handbook and have agreed to abide by the rules and policies of the school.
- Home schooled students – see guidelines under Documents Required for New Students.

Students who do not provide these documents at registration will be conditionally registered and will have three weeks from the day school starts to provide the completed documentation. Students will not be allowed to attend after the three-week grace period until the documentation is provided and are on file in the office.

HOME SCHOOLERS

Home schooled students must provide proper documentation from state or Griggs Institute approved programs. New students may be tested for grade placement. Prior student academic performance, age, emotional, physical and social development will be used for grade placement. GFAA operates as a nonprofit institution and relies on regular tuition payments for the majority of its daily operations and expenses. Acceptance to GFAA is granted and continued to those families demonstrating financial responsibility to the school in a timely manner.

IMMUNIZATION

State law requires that all students must have the DPT, TDAP, MMR, HIB, HEPB, polio and Varicella vaccines. A student may not enter classes until his/her immunization record is on file with the school. If a student has not been immunized because medical reason(s) see below.

Medical exemptions for required immunizations will only be granted upon submission of either a Medical Exemption Statement (DHHS 3987) or Physicians Request for Medical Exemption (DHHS 3995). Both of these exemptions require a signature by a Physician in North Carolina.

NOTE: Students must have proof of immunization at registration in order to be officially registered. They will be conditionally registered for the first three weeks without proof of registration. After the three-week grace period, students will not be allowed to attend GFAA until the proof of immunization or waiver is on file.

OFFICE HOURS

Monday through Thursday 8:00am to 3:30pm, Friday 8:00am to 2:30pm

Students are encouraged arrive at school no earlier than 15 minutes before the start of school unless they have a class or school activity that starts earlier. Students are to leave school promptly at the end of the school day, as supervision is limited to 15 minutes after the last period of the day. After school child care is available for a fee (check with office). School's responsibility for supervision does not extend prior to the starting hours as noted.

ADMITTANCE INTO THE BUILDING OFFICIALLY BEGINS AT 7:45 AM

CHAPEL/ASSEMBLY

The Chapel/Assembly time is an important part of a student's total education program. A regular chapel/assembly period is built into the weekly schedule; however, special chapel/assembly periods will be announced if necessary.

ACADEMICS

GFAA offers a well-rounded basic curriculum as well as extra-curricular activities. Specific grade level curriculum summaries are available in the school office.

Excellence and subject mastery are to be strived for in all subject areas. Students and parents will be given information at the beginning of the school year concerning how each course will be evaluated. Evaluation guidelines are determined in accordance with the Southern Union of Seventh-day Adventists Education Code.

Honor Roll is awarded to students in kindergarten through second grade with no N's or NT's on report cards.

Students in 3rd -12th earning a grade point average (GPA) will be recognized for

Honor Roll - 3.0-

3.49

High Honor Roll - 3.50 – 3.74

Principal's List 3.75 -4.00

If the child's teacher and school administration determine that the student is not able to demonstrate mastery of the core subjects, a parent-teacher conference will be arranged to discuss and formulate a plan to ensure the student's scholastic placement.

ACADEMIC PROBATION

Academic probation will be required if the student shows a lack of effort, or seems unable to make sufficient and/or necessary academic progress, as deemed necessary for his or her particular grade level. Students in grades 3-12 with a GPA lower than 2.0 is reviewed by the staff for probationary status. Students placed on academic probation may not participate in any extra-curricular, student government, or sports activities. Students placed on probationary status have 9 weeks to improve their grades. If the grades are still unacceptable, the staff may recommend to the GFAA board that the student be dismissed.

Students on a permanent IEP who do not follow through in the allotted timeframe may be subject to dismissal from GFAA.

How to Apply

Students will be accepted only after completing all forms and requirements in the registration packet. Students entering Kindergarten through eighth grade for the first time will be tested to determine their level of achievement. Early Literacy, Reading, and Math will be administered to (K-3) students. Students entering grades (4-8), would be tested in Math and Reading. This testing procedure helps to determine the grade level the student is working and may be placed for their success. If the testing result shows that the student is below grade level, and the student desires admission at the grade level of the previous school, an academic plan will be developed for the student. Satisfactory progress in meeting the goals of this plan must be achieved in order for the student to maintain the grade level at which the student was admitted.

Transfers

Parents who wish to transfer their children from another school to GFAA after the school term has started must have an education consultation with the principal and complete regular registration forms. The school reserves the right to have up to one week after registration has been submitted before permission is granted for the student to begin classes. Students may be allowed to attend classes on a probationary status until the Admissions committee has met. However, there is no assurance of the student's acceptance until notification is received from the Admissions Committee. All new students will be tested to determine final grade placement.

ATTENDANCE

Classroom doors will be closed at 8:00 a.m. Late arrival disrupts instruction and trespasses on the rights of teachers and students. Students who arrive **after 8:05 a.m.** must be signed in at the office by parent or guardian before entering their assigned classroom. Parents will be required to accompany their child(ren) the building after 8:05am.

Absences

- Students who have been absent for either the morning or for an entire school day must have a note explaining the reason for the absence, signed and dated by the parent or doctor or a call

from the parent to the school office no later than 9 am on the day of absence to receive an excused absence.

- Absences will be considered unexcused until they are justified by the parent or doctor
- **More than 5 unexcused absences in a single quarter or 10 in a single semester** will result in a certified letter being sent home indicating the child is considered “habitually truant.” Interventions will be implemented at this time to prevent the parent from being considered in noncompliance with the provisions of the North Carolina Compulsory School Attendance Law

Daily

- Attendance will be taken in each classroom at the beginning of each school day
- The school secretary or teaching staff may attempt to contact parents of students who are absent

Excused Absences

Any legitimate absence accompanied by a parental note of explanation received no later than 9am on the day of absence will be considered excused. **Legitimate absences do not include family vacations.** Examples of legitimate absences include.

- Verified illness or quarantine
- Medical and legal appointments (proof of documentation)
- Funerals

Pre-arranged absences involving more than one school day must be cleared through the homeroom and or subject area teachers. Parents are to contract the teachers directly to obtain missing assignments.

- Notify all the teachers in writing
- Teachers will give instructions to the student and parent concerning missed work or work to be completed prior to the planned absence (pre-arranged assignment forms available in the office)
- In other uncontrolled circumstances, students will be allowed up to one day to make up assignment for each day absent.
- Assignment can only be made up within the week it was issued.

Parents should contact the school office as soon as possible on the morning that the student is sick or some other emergency situation has arisen.

Tardiness

- Students arriving after the beginning of the school day must have a note explaining the reason for the tardiness, signed and dated by the parent or a call from the parent to the school office
- ***Perfect attendance is defined as NO tardies, absences or early pickup for the school day.**
- Students who have excessive tardies or absences will be addressed under the following:
- May have to be withdraw from school
- Conference with parents
- Be reported as habitually tardy to the Cumberland County’s Child Protection Services.

Please note: All tardies are considered unexcused except for medical appointments at the beginning of the day.

When students arrive late or leave early, they miss valuable information and instruction, and can be disruptive to other students and to the teacher. Please plan to schedule appointments so they do not conflict with school hours. Parents need to plan their arrival at school between 7:45-7:55 a.m. to ensure their child has time to be ready for the start of school at 8:00 a.m.

AFTER SCHOOL CARE

All students must be supervised while on our school campus. Parents are encouraged to arrange to have their child picked up as soon after dismisses as far as possible. GFAA offers an After School program as a service to parents who might need to pick up their child after regular school hours. Parents will be billed for this service at the end of each month. On the last month of the school year, billing will be done weekly.

All parents using our After School program must sign out their child daily. Children will only be released to those individuals authorized by the parent(s)/guardian listed on school application form. For the child's safety, ID may be required if After School teacher doesn't know the individual picking up the child.

Charges for this service are published below and are also available from the school office.

After School Care hours available from

(Mon-Thurs) 3:15 pm - 5:15 pm

(Fri) 2:15-4:15pm

Daily Rate Chart

Time	Cost (per child)	Cost (2+ children)
30 minutes	\$5.00	\$8.00
60 minutes (1 hr)	\$8.00	\$12.00
90 minutes (1.5 hr)	\$13.00	\$15.00
120 minutes (2 hr)	\$16.00	\$20.00

FINANCIAL

It is the purpose of GFAA to keep the cost of Christian education as low as possible. In order to maintain a high quality of education for your child, it is necessary that tuition payments be kept current while your child is enrolled. The following guidelines outline general financial policies:

- The enrolling individual(s) (parent, custodial parent, guardian, etc.) is fully responsible for the financial obligations of students accepted at GFAA. Such responsibilities include, but are not limited to, payment of the account, damage to property, fines and fees.
- Parties who agree to share responsibility for tuition and fees must both (all) sign the financial agreement.
- In the case of separation or divorce, the custodial parent is 100% responsible for tuition and fees. The custodial parent is responsible for communication with the non-custodial parent regarding financial matters.
- Returning student's account from the previous school year must be settled before the student is permitted to enter for another school year.

- Payment of the registration fee reserves student's space for the school year, **the registration fee is non-refundable**. Student is not officially enrolled until the registration fee is paid
- Registration fees cover book fees, lab fees, standardized testing materials, students' insurance, and technology. **Due prior to the start of school in full.**
- Tuition is divided into 10 equal monthly payments and is due on the 1st of each month, beginning with the month of August through the month of May. Every family is given a ten-day grace period on tuition payments. **Tuition payments are considered late if not receipted on the 10th day of the month. A late fee of \$25.00 will be charge to your past due account.** Payment sent by the mail must be received by the 10th of the month to avoid the late charge.
- A student transferring from another private school must, at the time of registration, present a statement showing that his/her account at the other school is paid in full.
- Parents/guardians are expected to be diligent in meeting their financial obligations to the school in a timely manner.
- If circumstances dictate a change in normal payment procedures, or if you have a financial emergency and is temporarily unable to pay, please contact the office to make alternative payment arrangements before you withdraw or get too far behind in payments.
- **A \$25 charge will be made for any check returned for insufficient funds.** After two returned checks in a school year, further payments must be made by cash, cashier's check or money order.
- Parents will be asked to withdraw their student(s) from school when the account has become delinquent in excess of 30 days and no acceptable financial arrangements have been made.
- In the event that a student is withdrawn during the school year, it is the responsibility of the parent or guardian to officially notify the school office in writing a minimum of 2 weeks before the date of withdrawal. Otherwise, all charges will continue until proper notification is made.
- Participation in graduation ceremonies or other school related activities requires the family's account be paid in full or appropriate financial arrangement made.
- Students will not be allowed to take part in extra-curricular activities which cost additional fees if they are not current with their tuition
- Any account not meeting the above expectations will be reviewed by the Finance Committee
- There will be a cost for graduation, AP exams, robotic trips, field trips etc.

Discounts

\$15 discount **on the 3rd child** from the same family

\$100 discount for paying the entire year tuition and registration in advance (prior to first day of school per family).

REGISTRATION FEES (annual one-time fee)

Distribution of Registration Fees

- Technology Upgrade
- Workbooks (consumable and non-consumable)
- Textbook rental fee (textbooks are owned by the school)
- Student accident insurance
- Assessment
- Software
- Mackin Via Online Library
- Facts (Online gradebook)

- Standardized testing
- MAP Testing (up to three times per year)

The registration fee secures a seat for the student in the classroom grade. The fee does not guarantee acceptance into the class position for which application is made. **If the student chose not to attend GFAA, the fee is non-refundable.** (The registration fee demonstrates intent to enroll, and to cover the many different in costs needed to support the student budget).

TUITION FEES

The annual tuition amount is divided into 10 equal payments. Tuition is not determined by the number of days in the month nor the number of days the student attended school.

CLOSED CAMPUS

Students are to remain on campus at all times during school hours unless accompanied, or given permission by, a parent or teacher. Once a student arrives on campus, he/she may not leave until the classes have been dismissed for the day.

Visitors are welcome on campus during regular school hours; however, they must stop by the office and sign in with the secretary and obtain a visitor's pass. Parents are always welcome to visit their child's classroom. We do request, however, that prior arrangements be made with the office.

BOOK USE AGREEMENT

GFAA has made every effort to provide books for our students that are uplifting, character building, interesting, and informative. Whenever possible, we have purchased books published by Christian presses to supplement our curriculum. In addition, we have tried to provide books that will capture the interest of our students. Sometimes you might come across a book that you would prefer for your child not to read. This is perfectly acceptable. Please just return the book with a note about your objections, and we will help your child select a new one.

Students will abide by the following guidelines regarding textbooks:

- Students are responsible for any damages to the books
- Return all books at the end of the school year
- Return library/classroom resources

It is understood that any and all tablets/computer and/or book use is at the discretion of teachers and staff of GFAA. Any vandalism, violation of the above rules, or other misuse of the school's books and tablets/computers will result in the cancellation of privileges. It is further understood that the loss of said privileges will not be a valid excuse for a student on completing assigned schoolwork in a timely manner. Any damaged or lost books or equipment is the responsibility of the student and parents. All parents will be charged for any costs incurred to replace or repair books or tablets/computers.

TECHNOLOGY USE AGREEMENT

Students will act responsibly with all computer hardware and software, exercising responsible behavior at all times while on the network and/or Internet. Students are expected to respect other's passwords, folders and work files. Federal and State copyright laws are to be observed at all times.

Students will immediately tell an adult in charge if they encounter materials that violate these rules of appropriate use.

Students will show responsibility by observing the following guidelines:

- Inappropriate or offensive material on the Internet will not be accessed at any time
- Rebooting computers or setting up passwords on the computers is not allowed without prior permission from the supervising staff member
- Disseminate information about yourself or others on the Internet or through e-mails is not permitted
- Food and drink are not allowed while using tablets/computers
- Downloading any exe. files from the Internet or loading software of any kind onto the computer's files without prior permission from an appropriate staff member is not allowed
- Student will not rename, move, or remove existing computer files without prior permission from an appropriate staff member
- Sending or using abusive messages or inappropriate language on the school computer is not allowed
- School tablets/computers is not allowed for gaming.
- Any violation of the Internet policy or use of school technology devices will result in the loss of technology privileges during the school year.
- Students and parents are required to sign the technology user agreement.

BULLY-FREE ENVIRONMENT POLICY

Students, staff, and the school community are expected to conduct themselves in a respectful, Christian manner. Bullying is anti-social behavior and will not be tolerated. Bullying is intentional, repetitive, and harmful behavior targeting another student. It may occur on school property, at extracurricular activities, or on field trips. Each student is responsible for his own actions and is held accountable.

Examples of bullying are as follows:

- Verbal: name calling, put-downs, threats
- Physical: pushing, hitting
- Social: rumors, trying to isolate and make victim feel rejected
- Psychological: acts that instill a sense of fear or anxiety
- Cyber: the use of electronic communication to bully a person, typically by sending messages of an intimidating or threatening nature.

All school staff are trained and watchful for bullying warning signs, closely supervising children at all times and in all areas of the school. Teachers will, on a regular basis, conduct class discussions and do activities to educate the students to respond assertively to the bully.

The students will be trained to understand that they have a responsibility to report bullying. The staff will address the reports on a regular basis. The situation will be assessed to determine if the behavior meets the criteria for bullying or if the behavior is an isolated incident that can be handled through conflict resolution.

Disciplinary steps may include:

- Exclusion from certain areas or extracurricular activities
- In or out of school suspension
- Expulsion

DISCIPLINE

Standards:

The administration and staff of GFAA believe that the school should have regulations that can be enforced fairly and consistently. The objective of any regulation is to teach the students to become self-disciplined by accepting the responsibility and logical consequences of their actions. The main principle for life at GFAA is:

My behavior, attitude and speech will Enhance learning, Build people up, Protect property, Sponsor Christian influence.

We expect students to know what is and what is not acceptable behavior, and the consequences for misbehavior.

Only those students desiring to cooperate with the following standards of GFAA need apply for admission:

- Each student is expected to conform to all the regulations of the school with obedience and respectfulness to the directions of all teachers and staff members.
- Each student is expected to respect the feelings and property of fellow students.
- All school regulations apply to any school-sponsored activities
- The relationships between the opposite sexes should be conducted in a dignified and wholesome manner. The “*hands-off*” policy will be enforced
- All eating will be confined only to designated areas and times
- Students may not sell anything on campus without permission from the administration
- All unauthorized items need to be kept at home such as but not limited to any and all kinds of music and video players, video games, hand-held games, playing cards etc.
- Pictures or stickers are not to be posted on any part of lockers, books, desks, or anywhere on school campus

Inappropriate Behavior

The principal or teacher may take away a student’s privileges for participating in any inappropriate behavior. Students will receive consequences when class or school behavior warrants such actions. Samples of an infraction form with specific explanations will be issued during registration process.

Inappropriate behaviors that warrant discipline:

- Gossiping slander
- Name Calling
- Instigation
- Suggestive or lewd behavior
- Altercations on school activities
- Behavior that disrupts instruction
- Refusal to do homework
- Defiance to authority
- Failure to comply to rules and policies
- Lack of respect and courtesy
- Use unacceptable language, verbal, written, gestures or body form
- Chewing gum
- Throwing objects
- Vandalism, kicking, fighting, rough or horse playing
- Failure to adhere to School Mission
- Disruptive behavior
- Harassment
- Property damage
- Tampering with another student's property

Vandalism

Vandalism and destruction of school, church, or other students' property will require restitution and may result in suspension or expulsion.

Suspension

- Fighting
- Abuse toward teachers, staff or students
- Lack of required immunization
- Aggressive behavior
- Bullying
- Communicated threats
- Physical harassment
- Possession of chemical drug paraphernalia
- Theft
- False fire alarm
- Assault in any form
- Profanity
- Tampering with teacher's personal property
- Inappropriate use of technology

Expulsions

- Accumulation of three suspensions
- Arson
- Meeting for the purpose of engaging in sexual acts
- Possession or displaying lewd or obscene material
- Assault and battery of students, faculty or staff
- Use or possession on drugs on the school premises
- Inappropriate touching or sexual behavior by students
- Defiance of authority
- Suggestive or lewd behaviors
- Serious threat to kill or harm

Classroom Behavior

As children of God, the expected behavior in class will be up to how Jesus would speak, act, and decide. Children will be guided into peer relationship based on Restorative Justice. Children will be expected to always think about other emotions, believes, understanding their cultural background. As a very cultural and diverse school, GFAA students will use this environment to learn more about other cultures, to respect others, as they would like to be respected, and to always evaluate their decisions.

First, the teacher will address students who do not abide by the school expectations. Based on the cause and consequence measures of each classroom, if the behavior is not modified, parents will be contacted by the teacher. Last, if behavior still persists, student will be referred to the principal and parent conference will be requested. At this point disciplinary measures will be taking in account.

Student Citizenship

Schools require a higher level of courtesy than many people exercise in ordinary public space. Everyone in the classroom is there for the purpose of learning, and no one should be able to deprive another person of the chance to learn. Expressions of rudeness and even of carelessness degrade the high purpose of learning that should be paramount in a school setting.

GFAA's discipline plan is based on the belief that student conduct should lead to student self-government, self-discipline, and self-control. Conduct that is deemed inappropriate or disruptive to classroom activities will be dealt with in measures appropriate to the behavior. Student conduct will be documented and parents notified by Student Referral forms or a call from the principal. Unwanted behavior that persist will be dealt with in a number of ways that may include fines, home suspension, detention, or expulsion.

All students are expected to maintain high standards of conduct. Conduct or habits contrary to the standards of GFAA, even those that might take place off campus, may cause the student to be subject to review by the school administration. A student may be suspended or expelled for the following reasons:

Disciplinary Process:

Step One: Daily infractions of classroom behavior will be addressed by the supervising teachers.

Step Two: For repeated infractions the parents, teacher(s) and student(s) will meet. The principal will be notified at that time.

Step Three: If corrective measures have not worked or the offense is severe, the student will be taken to the principal or designee. When a student's behavior becomes disruptive to the learning of others or his own, or threatens the well-being of the student or of those around him or her, the principal or designee will notify the parent/guardian that suspension will be assigned.

Suspension consists of the student remaining apart from classmates for a period of 1 to 3 days as deemed necessary. At this time, the student may be placed on disciplinary probation, and a written contract may be made with the student. The teacher, parents, and board chairperson will be made aware of the situation and all actions that might be taken from this point.

Step Four: Continuing or severe infractions will be taken to the School Board. The student and/or parent/guardian will have the right to represent himself or herself to the School Board. The School Board will determine the appropriate action to be taken based on Christian principles. The action may include suspension or expulsion; or the parent/guardian may choose to withdraw the student.

SERIOUS OFFENSES MIGHT REQUIRE THAT A STUDENT WILL GO IMMEDIATELY TO STEP FOUR.

Unauthorized or inappropriate items brought to school will be confiscated.

DRESS CODE POLICY

Students' dress and grooming is to reflect high standards of personal conduct so that each student's attire promotes a positive, safe and healthy atmosphere within the school. As a part of the education to be received at Greater Fayetteville Adventist Academy, the correct understanding and practical application of Biblical principles in the choice of clothing size, length, and appearance is intended to emphasize the love of self and preoccupation with conformity to school expectations.

While the choice of clothing and personal appearance is ultimately an individual matter, good sense and good taste require that certain standards be taken into consideration. The Bible gives five broad standards to serve as guidelines for the Christian in their overall appearance. They are modesty, cleanliness, simplicity, neatness, and healthfulness.

Dress Code Violation

Parents are expected to assist in the monitoring of student dress BEFORE arrival at school. If students come to school out of dress code, they will report to the office to call home for a change of clothing. If someone is unable to bring a change of clothes, they will borrow something from the clothing bank. Continuing violations will receive progressive discipline consequences.

Hair should be clean, well-managed, natural color, and non-distracting. Extreme or bizarre hairstyles are not permitted.

Jewelry - No bracelets (this includes plastic or fabric except medical), earrings, necklaces, rings, friendship bands, chains, or studs for initial stage of ear piercing are permitted. Tattoos and body piercings are not allowed to be visible.

Hats/Headband - No head covering or partial covering of any kind including hats, cap, head wrap, bandana, scarves, or forehead bands are to be worn in any classroom (boys and girls).

Make-up – Lip balm will be permitted for moisture and healing purpose. Eyelash extensions, eyeliners, mascara, eyeshadows are prohibited on regular school days.

Nail polish – Nail polish should be well maintained and be of natural colors with NO decoration. Artificial nails should NOT extend longer than quarter of an inch from the nail line without French tips.

Accessories/Miscellaneous - No themed belt buckles. No skulls or other questionable emblems on anything.

Tights and Socks - Only solid black or solid white tights/socks are allowed.

Shoes- Only solid black closed toed shoes or solid black shoes with a white sole only are allowed. Sneakers appropriately fastened or tied are required for gym use or during PE class. Shoes that are NOT allowed include: flip flops, shoes with wheels, cleats, and heels over two inches. Shoes cannot have student handwriting on them or any other questionable emblems.

Exception: Shoes with a solid white sole is allowable. No white or other color trimmings/decoration, nor white shoe laces are allowed.

Uniform Policy

Female Uniform

Shirts – Yellow/hunter green/white polos with school logo

Skirts – Knee length khaki skirt

Pants – Loose-fitting knee length khaki shorts or khaki long pants

Socks/tights - Solid black or white

Shoes – See shoes policy above

Undershirts

Only green or white long-sleeved undershirts are allowed

***Shorts and skirts must be knee length when standing erect**

Male Uniform

Shirts – Yellow/hunter green/white polo with school logo

Pants – No sagging or baggy pants. Knee length khaki shorts or khaki long pants

Socks – Solid black or white

Shoes – See shoes policy above

Undershirts

Only green or white long-sleeved undershirts are allowed

Fieldtrip Uniform

Field trip t-shirt
Jeans
Sneakers

Special School Function Uniform

Boys

White buttoned up
shirt
Black Pants
Black dress shoes
Black
socks
Black
tie
Black Jacket (optional)

Girls

Black dress or black skirt with white top with sleeves
Black/white tights/stocking/ or black sock
Black dress shoes

DRESS DOWN FRIDAY

Students are allowed to dress down on the **4th Friday of each month** for a cost of \$1.00. All uniform policy guideline applies regarding modesty and decorum. Such as no tear in jeans, dresses with spaghetti straps are not allowed; dresses and shorts must maintain the appropriate knee length. Sweats, pajamas, blankets, stuff animals, flip flops, sandals, crocks are not allowed.

Students who failed to abide with the dress code policy will not be allowed to participate on dress down Fridays.

BACKPACKS

Clear backpacks are the only type allowable in the school building. It's easier for school officials to see what's inside the bag and helps prevent students from bringing unacceptable items.

COMMUNICATION

Greater Fayetteville Adventist Academy shall communicate to parents/guardians through various means such as parent/teacher conference, e-mails, letters, phone calls, text messages, and memos. Text messages and phone calls to teachers should occur during non-teaching time. Please speak with your grade level teacher for their schedule.

Parents/Guardians **are encouraged** to have periodic conferences with teachers. To schedule a conference at any time **other** than on a regularly scheduled school conference date, **please** e-mail or call the office for to schedule a meeting with your child's teacher.

CLASSROOM VISITATION

Our school policy is to welcome all visitors and volunteers. However, loitering is the presence of any person on the school campus without the knowledge and consent of the officials of the school. Anyone desiring to visit a classroom must make prior arrangements with the school office. Guest, visitors and volunteers must report to the office and sign in at the office and then will be allowed to visit the designated area. This requirement is for the safety and security of the student and staff.

Also, any volunteer work is welcome, as we want to make our school to be welcoming and warm. Please note that prior to engaging and contributing to our school parents are required have to do a background check (Cost \$15.00). Please contact the office for the website and registration information.

CELEBRATION

Birthday celebrations are authorized only during lunchtime with prior arrangement made with the office. Please be at the school 15 minutes prior for preparation and sign in procedures.

MEDICAL EMERGENCY

All Field Trip Consent Forms also provide a "consent to treat" verification. In the event of a medical emergency, the school will make every reasonable effort to contact the student's parents or guardians as specified on the form. If the contact cannot be made, the school will exercise the authority given to seek proper care for the student. Students involved in self-mutilation and/or making suicide threats will be asked to seek psychological counseling. A written release form a psychologist/psychiatrist must be presented to the administration before that student is allowed to return to school. Parents must sign a release of information to the school counselor/principal when undergoing testing/evaluation.

CHEATING/PLAGIARISM

Students are encouraged to commit themselves to academic honesty. Students who are found to be dishonest on academic work will receive a "zero" for the work and will be referred to the school administration. This includes students who give or share their work. Parents will be notified of these occurrences and **a second offense will result in significant disciplinary consequences.**

STUDENT INSURANCE

Limited student insurance (a secondary coverage) is included in the registration fee. This coverage is provided for any accident occurring during school hours on or off school campus, and during school-sponsored activities such as field trips and sporting events.

In case of an accident, if possible, the parent/guardian or any person taking the student for treatment should pick up an insurance form from the school office, have the doctor and/or hospital sign the form, attach statements and forward them to BMI Benefits promptly. It is the responsibility of the parent to see that the form and all statements are forwarded to BMI Benefits within 90 days of the accident in order to meet the deadline of the insuring company.

RE-ADMISSION

Re-Admission will be denied to those whose tuition fee has not been met for the current school year unless special arrangements have been made with the principal, or school board. Families who **have not fulfilled** their financial obligations with the school will be formally notified. In addition **promotion information will be withheld, and no official transcripts will be available until all obligations have been met with the school.**

GENERAL INFORMATION

Lockers

Locker space is provided for students. It is the responsibility of each student to keep his/her locker clean. Money and other valuables should not be stored at school. The school is **not** responsible for articles left in lockers.

Meals/Hot Lunch

Parents are encouraged to provide an adequate breakfast for their children so that the students may function at their best during morning hours.

GFAA encourages students to be healthy, therefore, please provide wholesome and healthy lunches for your child.

The school provides hot lunch for a cost. Parents will be notified on this in advance.

- Students are allowed to bring lunches from home.
- Students must bring their own utensils (plates, forks, spoons).
- Students are not allowed to share or trade their food with their classmates.

*** No sodas or energy drink, pork, crab, shrimp or pepperoni** are allowed on campus.

Personal Property

All students' belonging must be clearly labeled including clothing, school supplies, and lunch box etc.

Severe Weather

For school closings due to severe weather conditions, an attempt will be broadcast on TV channel 5 WARL, for information concerning school closings. In addition to the One Call Now messaging system.

STUDENT HEALTH

Immunization

North Carolina's Immunization Law requires that parents and guardians present to school authorities a Certificate of Immunization showing that their child(ren) has/have received immunizations. The law requires **that if the immunization certificate is not presented within 30 days after**

enrollment, the child will be prohibited from attending school until all immunizations are complete. Parents of rising 6th graders are required to have a booster dose of the TDAP.

Illness

Hearing and vision screening should be done regularly. GFAA reserves the right to require a student to obtain a physical if there is a medical concern. If a student becomes ill during school hours, the parent/guardian will be notified and asked to come and pick up the child. If the parent/guardian is unable to pick the child up from school, the child will be isolated from the other students until arrangements have been made by the parent to pick the child up.

In consideration for the health of all children and staff and to meet state regulations, the school must be informed of any contagious diseases your child might have. These diseases include strep, chickenpox, and pinkeye. If your child has a fever, we ask that you wait a complete 24 hours after the fever is gone before returning the child to school.

Head lice

A child who is found to have head lice will be sent home for treatment with a head lice-killing product and for the removal of all lice eggs, called nits. The child will not be permitted to return to school until every single nit has been taken out of the child's hair.

Emergencies

If your child is injured at school, first aid will be administered and an attempt will be made to contact at least one parent/guardian or the designated emergency contact for further instructions. If a parent cannot be contacted by phone, the Cumberland EMS will be called or the child will be transported to the nearest hospital emergency room. It is imperative for parents to keep the office updated on any changes to emergency contact information including change of address, phone number, or responsible adult.

Medication

Students requiring medication on a daily basis during the school day or taking medication for a period of time **exceeding 20** school days **MUST HAVE AN OFFICIAL PHYSICIAN'S MEDICATION FORM COMPLETED AND ON FILE IN THE SCHOOL OFFICE, SIGNED BY THE ATTENDING PHYSICIAN, AND SHALL FILE WITH THE PRINCIPAL OF THE SCHOOL A MEDICAL AUTHORIZATION SIGNED BY THE PARENTS OR LEGAL GUARDIANS OF THE STUDENT.**

Students cannot transport medication to school. In addition, students are NOT to give cough drops or any other over-the-counter medication to their classmates. Over the counter medication has to be given directly to the office manager from the parent with a official written description, dosage and time.

Parents are responsible for transporting to and from school all medications to be administered by school. All prescription medications brought to school are to be given to the office manager for safekeeping. They must be in the original container with the student's name, name of medicine, dosage and time for each dose. A completed Medication Administration Form (available in the office) is to accompany all prescribed medications and over-the-counter medications. A physician's signature is required for the prescribe medication.

ELECTRONIC DEVICE POLICY

The computers and technology used in GFAA are intended for educational purposes at all times. Students will use computers, iPads and tablets in a responsible, efficient, ethical and legal manner.

Communication is a privilege and not a right. Failure to follow the procedures will result in loss of the privilege and may result in disciplinary action. The school may deny, revoke and suspend access to technology at any time.

Use of personal electronic devices including cell phones are not permitted for use on the school campus. These devices include but are not limited to MP3 players, iPods, and Cellular devices. The school will not be responsible for lost or damaged property while at school. If there is a legitimate need to have one of the items listed above at school, this will need to be approved by administration prior to using them on the school campus.

Consequences: Inappropriate use of such devices will warrant confiscation of equipment until a parent comes to the school and picks it up. All staff members have the right to confiscate any electronic items. Any confiscated items will be returned to a parent after a conference.

In second occurrences, devices will be returned at the end of the school year.

Cell phones

This policy was adopted following concerns with parents, administration, and faculty. It is an honest effort to protect students and to combat the rapid increase in the use of screen and gaming addictions, cyberbullying, anxiety disorders, and attention deficit problems.

- Cell phones or other digital smart devices, including ear buds are not to be seen, heard, or used in the school building, or other class settings, at any time. Note: Students who need to contact parents may request permission to use the office phone and do so in the office and in his/her presence.
- GFAA is not responsible for lost or stolen phones/digital smart devices.
- **All cell phones and ear buds must not be visible when entering the building.**
- Phones must be stored in the student's locker or book bags
- Cell phone cameras are never to be used (inside nor outside of school hours)
- Cell phone usage may never disrupt the educational environment
- Cell phone usage on field trips will need approval
- These rules are needed to ensure the learning environment is protected from disruption, and for the privacy of other students.

Please be reminded that emergency information should be called in to the school office, do not depend on cell phone availability during the time your child is on school grounds.

Telephone Usage

Students will not be called from class to answer the phone during school hours. Important messages will be relayed in a timely manner. Students should not ask to use the phone except in an emergency. Do not call/text your child during school hours.

Parents agree to the following:

- You have read and understand the Acceptable Use Policy and Cellphone/Digital Smart Device policy.

GRADE REPORTS

A report card for each student will be issued quarterly following each nine-week grading period. Parent-teacher conferences are held to discuss your child's academic performance. This allows parents and teachers the opportunity to discuss progress of the student and to be able to address the needs and expectations of all involved. Parents will also be provided with a progress report every five weeks for Kindergarten through 12th grade. This report will reflect all work currently assigned in a given quarter. Conferences between parents and teachers may take place at any time a need arises.

Grading Policy

Students are expected to do their best in all subject areas. Academic requirements may be adjusted to meet each student's needs. Excellence and subject mastery are to be strived for in all subject areas.

Progress reports are designed to report each student's progress on the skills that are being taught. Based upon the guidelines of the Southern Union Conference, and the discretion of the Southern Atlantic Conference we apply the grading system below

Kindergarten

- I - Independently achieves objectives and perform skills
- P - Progressing towards objectives and performing skills
- NT - Needs more time to develop

Grades 1-2

- E - Excellent
- S - Satisfactory
- N - Needs work

Grades 3-12

Letter Grade	Percentage Grade	4.0 Scale
A+	97-100	4.0
A	93-96	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.3
D	65-66	1.0
F	Below 65	0.0

Progress reports are given to help the parents be aware of student progress. Each late assignment or paper may be docked points for every day it is late. Assignments not turned in by the end of each week will not receive a grade unless it is make-up work after an excused absence. Parents are asked to monitor the daily assignments are completed in a timely manner. Make-up assignment grades will not exceed 70%.

Large projects that involve more than a week to produce must be turned in on the date the project is due. These projects will be noted well in advance, in the homework planner.

GRADUATION REQUIREMENTS

8th Grade

1. A student who fails two or more core subjects may not be promoted to the ninth grade.
2. Each student must be eligible for promotion to ninth grade in order to participate in graduation services at the end of the year.
3. A student who is not promoted due to failing a class or classes may remove the failing grade or grades by attending summer school or taking these courses by home study. Upon satisfactory completion of the courses the student may/will be promoted.
4. The student's final statement of account must be paid in full before he/she will receive his/her diploma.
5. Students are eligible for the title of valedictorian or salutatorian if the student have attended grades 6th, 7th and 8th at a Seventh day Adventist school; and the student must have completed their 7th and 8th grades at the graduating school.

Retention

Greater Fayetteville Adventist Academy is pursuing a path for personalized learning format to support each student individually, to ensure that the student understands, masters, and advances in each expose skill as they are presented. If, various interventions and personalized learning strategies are tried and the student continues to lag behind academically, it may be necessary to retain the student. This decision is made by consensus of the classroom teacher(s), the parents, and the principal.

The following will be considered for retention:

- Students in first grade who have not mastered minimum reading or math requirements
- Students who have accumulated excessive absences
- Students who have demonstrated a decided lack of effort and have failing grades.

In certain instances where a student demonstrates severe deficiencies academically, emotionally, and/or behaviorally, it may be recommended that the parents arrange for a psycho-educational assessment by a certified school psychologist at the local public school district to determine if there are serious physical, learning, emotional, and/or behavioral disabilities which may affect the student's ability to learn.

12th Grade Graduation Requirement

HIGH SCHOOL COURSE SEQUENCE –REQUIRED

GFAA offers a College Preparatory Diploma (25+ credits) or a Standard Diploma (21 credits).

All graduates must complete in addition to their courses 40 hours of community services.

FRESHMAN (9th)

Bible I
English I
Algebra I
Earth
Science
Computer Application
Physical
Education
Health
Geography
Fine
Arts
Community Services (5
hours)
SAT/ACT Test

SOPHOMORE (10th)

Bible II
English II
Biology
World History
Physical Education
Geometry
Fine Arts
Community Services (5 hours)
SAT/ACT Test

JUNIOR (11th)

Bible III
American Literature
Algebra II
Chemistry
*Modern Language I (required for CP Diploma)
US History
Fine Arts
Community Service (5 hours)
Pre- Calculus (required for CP Diploma)
SAT/ACT Test

SENIOR (12th) Bible IV

British Literature
Pre Calculus
Physics (required for CP Diploma)
US Government (one semester)
Modern Language II (required for CP Diploma)
Fine Arts
Community Service (5 hours) SAT/ACT Test

Fayetteville Technical Community College (FTCC)

Students entering grade 11 are eligible to enroll in March for two courses or (6 credits) college hours, during the summer, fall, and spring each semester. Students must have a minimum GPA of 3.00. If a student takes two classes each semester, they should be able to complete the Arts or Science College Transfer pathway, which are 33 and 35 credits hours respectively. All classes are tuition free. There is no cost associated with the classes. Students are responsible to get their own books.

Community Services

As part of the requirement for graduation, each student must complete a minimum of 20 hours of community services before being allowed to receive their high school diploma. Community service encourages students to become willing to help others as Christ did. It provides a service which meet human and community needs without monetary compensation.

INTERPRETATION

GFAA reserves the right to make clear any interpretation of policy, written or implied, and is not subject to legal interpretation of wording or intent.

NON-CUSTODIAL PARENTS

Divorced, separated and blended families are realities of contemporary life that affects GFAA's responsibilities to its students. It is the responsibility of both parents to keep the school current with all necessary and legal documents regarding custody arrangements.

The following guidelines have been adopted to assist the school in situations where a non-custodial parent wishes to become involved in school related activities of a child or wishes to have contact with or take custody of the child while the child is at school:

- Ordinarily, the school will not resist or interfere with a non-custodial parent's involvement in school-related affairs or access to the parent's child or the child's records unless the school is presented with a court order or comparable legal document restricting such involvement or access. The school will not otherwise choose sides between parents
- If there is a restraining order in place, the custodial parent is responsible to present the school with a copy of the order along with a picture of the restricted party
- A non-custodial parent may not take custody of a child or remove the child from school premises unless the parent presents either a written court order or a written authorization signed and verbal notification by the custodial parent permitting such custody
- If the actions of parents, custodial or non-custodial, become disruptive to the operations of the school, the school has the right to restrict access by such parents and to take other necessary actions

Concerning student activities that require parental consent, the school will accept consent only from the custodial parent unless authority to grant consent is given to the non-custodial parent by a court order or comparable legal document.

NON-PUBLISHED POLICY

Every effort is made to make a handbook as complete as possible, however, unforeseen situations arise and the constraints of the time and space make it impossible to include every conceivable situation. For this reason, it is sometimes necessary for the school staff and/or the school board to make or adjust policy during the year. These additions carry the same weight and are just as binding as the written information in the handbook.

PARENTAL PARTICIPATION

GFAA expects a willingness on the part of the parents to participate with the school in the education of their children. Such involvement includes:

- Regularly monitor homework planners, newsletters and progress reports
- Provide a time and place for the student to do his homework, free of distraction
- Refrain from engaging in conversation that will tend to undermine either the teacher or the school
- Make every effort to have your child in school. Try to plan family vacations around the school calendar

SEARCH AND SEIZURE

GFAA shall maintain a safe, healthy environment of its students, faculty and staff at all times. School authorities have the right to perform unannounced searches and to seize illegal, unauthorized material to determine whether there exists any danger to the student or the school. A student's personal effects (e.g. locker, backpack, purse, etc.) may be searched whenever school authorities have reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. Illegal or unauthorized material is all substances or material prohibited by school policy or state or federal law including, but not limited to, controlled substances, drugs, alcoholic beverages, cigarettes, guns, knives, weapons or incendiary devices.

Students may be asked to empty their pockets, purse, wallet, locker, book bag, etc. without parent's permission or the student's permission. **Registration of the child constitutes parental consent to such searches.**

All student desks, lockers and computers are the property of GFAA and are at all times under the control of the school. School authorities may perform general inspections of desks, lockers and computers at any time without notice, without consent and without a search warrant.

A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action.

In the case of possession of illegal drugs or weapons, GFAA will report the student to law enforcement agencies. Parents will be contacted immediately upon verification of the violation.

STUDENT EXPRESSION

We encourage students to express themselves in appropriate and uplifting ways. These expressions are not to disrupt the learning going on in any class. No messages shared by our students are to be vulgar, obscene or mocking of others based on race, origin, color, sex or religion. Insignias, buttons or pamphlets distributed at school must be approved by the administration prior to distribution.

STUDENT RECORDS

As required by the Amended Family Educational Rights and Privacy Act of 1974, Greater Fayetteville Adventist Academy hereby gives public notice to all parents of students in attendance that it is its policy that:

A cumulative folder is kept for every student in the school office. The Southern Union Conference of Seventh-day Adventists Department of Education requires this. This folder will contain academic records, photographs, achievement forms, documents and any other pertinent and relevant information.

The student's folder will be transferred directly to another school at the direct request of that school's assigned registrar when the student's account with GFAA is paid in full. Official transcripts will be released only when satisfactory financial arrangements are made.

Scholarship Assistance

GFAA Scholarship comes from various sources and will be offered to students who meet the financial requirement. Funds are not always available.

Homework

Homework is given to accomplish the following purposes: (1) target specific area in need, (2) practice life skills within home environment, (3) connection between home and school. Please assign a quiet place for spiritual homework and reading practice. Independent work habits should be encouraged in the early years. Students are urged to prepare their work neatly, accurately, and punctually.

All work missed due to a lawful/excused absence must be made up upon the students return to school. All assignments that are not made up will be reflected in the student's grade. Ten points per day will be deducted for late assignments and homework after the second day, unless under special circumstances notified in advance.

DROP OFF/PICK UP POLICY

Parents/Guardians **must provide a list of other persons/Emergency contacts** authorized to pick up and drop off their child. Phone calls will only be for authorizing pick-up of your child when using the nametag provided by the school. The parents **shall** provide the individual's name, and telephone number. **YOUR ALTERNATE PICKUP PERSON MUST PROVIDE PHOTO ID WHEN PICKING UP YOUR CHILD.**

EXTRA CURRICULA ACTIVITIES

Student activities are designed to help develop in the student talents other than those categorized as academic/intellectual. Citizenship qualities, leadership, and teamwork are some of the traits brought out in school organizations. Students are required to maintain appropriate Christian conduct, school attendance and satisfactory grades. Students' extracurricular activities include the following: Volunteers are needed for these areas:

- Career Day
- School Spirit Week
- Spelling Bee
- Math Fair
- Science Fair
- Track & Field Day
- Soccer/volleyball/basketball
- Puppet ministry

HOME AND SCHOOL ASSOCIATION

We acknowledge that the parents are an integral part of each student's education. Likewise, the school is an integral part of each student's social and spiritual development. Working together we can develop each student into the person God created them to be.

Home and School is responsible for planning and implementing programs and activities that support the needs of the students, families, and staff. All GFAA parents/guardians are automatic members of the Home and School Association and work in coordination with the GFAA staff and school board. There are regular meetings held each month at the school. And will provide all you with an opportunity to have input in and recommend school activities and educational programs.

The contributions made by the Home and School parents and guardians are readily observed by all the students. Students need your role modeling to take ownership of and pride in their school. A positive, supportive attitude goes a long way in the way they view their life at school. The basic principle of shared responsibility is critical to our mutual success. We want everyone to be involved. We value you and need your time and talents support the advance in learning.

FUNDRAISER PARTICIPATION

Parents are encouraged to participate in all school fundraiser.

Scholarship Assistance

GFAA Scholarship comes from various sources and will be offered to students who meet the financial requirement. Funds are not always available.

Homework

Homework is given to accomplish the following purposes: (1) target specific area in need, (2) practice life skills within home environment, (3) connection between home and school. Please assign a quiet place for spiritual homework and reading practice. Independent work habits should be encouraged in the early years. Students are urged to prepare their work neatly, accurately, and punctually.

All work missed due to a lawful/excused absence must be made up upon the students return to school. All assignments that are not made up will be reflected in the student's grade. Ten points per day will be deducted for late assignments and homework after the second day, unless under special circumstances notified in advance.

DROP OFF/PICK UP POLICY

Parents/Guardians **must provide a list of other persons/Emergency contacts** authorized to pick up and drop off their child. Phone calls will only be for authorizing pick-up of your child when using the nametag provided by the school. The parents **shall** provide the individual's name, and telephone number. **YOUR ALTERNATE PICKUP PERSON MUST PROVIDE PHOTO ID WHEN PICKING UP YOUR CHILD.**

EXTRA CURRICULA ACTIVITIES

Student activities are designed to help develop in the student talents other than those categorized as academic/intellectual. Citizenship qualities, leadership, and teamwork are some of the traits brought out in school organizations. Students are required to maintain appropriate Christian conduct, school attendance and satisfactory grades. Students' extracurricular activities include the following: Volunteers are needed for these areas:

- Career Day
- School Spirit Week
- Spelling Bee
- Math Fair
- Science Fair
- Track & Field Day
- Soccer/volleyball/basketball
- Puppet ministry

HOME AND SCHOOL ASSOCIATION

We acknowledge that the parents are an integral part of each student's education. Likewise, the school is an integral part of each student's social and spiritual development. Working together we can develop each student into the person God created them to be.

PLEASE SIGN AND RETURN THIS PAGE TO THE SCHOOL

Handbook Acknowledgement 2023-2024SY

Date_____/_____/_____

I _____ acknowledged that I have received
a copy of the Student Handbook and will follow the guidelines as set forth by the Greater
Fayetteville Adventist Academy and the South Atlantic Conference of Seventh-Day Adventists.

Name of Student _____

Parent's Signature _____