



Mission Statement

Faith Foundation Academy is a Christian school whose mission is to provide an education for the whole child. Providing for the spiritual, academic, social, emotional, and physical development of each child is the goal of its teachers and staff. Our students will become lifelong learners built on the principles of the Word of God and focused on the core academic subjects. Faith Foundation Academy is established to provide your child with an excellent education in a Christian atmosphere. Proverbs 22:6 states, "Train up a child in the way he should go, and when he is old, he will not depart from it."

Faith Foundation Academy is an Educational Ministry of the Beaver Dam Baptist Church of Beaver Dam, Kentucky, established in 2006. Its ministers are Doug King, and John Cashion.

The Christian Education Ministry Board members are: Elizabeth Decker, Jerriann Young, Renee Phelps, Robbie Ayer, and Connie Hoskins.

Admission Policy

Students registering for Kindergarten must be at least five years old by October 1, of the current school year. To enter First Grade, a child must be six years old by October 1, of the current school year. This child must have completed a recognized kindergarten program. Records from previous schools will be requested for students in grades one through six.

Priority Criteria for admission:

- 1. Members of Beaver Dam Baptist Church because FFA is a ministry of the church.*
- 2. Sibling of a student presently enrolled in FFA or a graduate of FFA.*
- 3. Student currently enrolled in the FFA Preschool and teacher recommendation for Kindergarten placement.*
- 4. Availability of space in the class enrollment.*
- 5. The ordinal number of the student's registration and payment date of enrollment fee.*

Registration forms will not be considered unless accompanied by a \$75.00 fee per child. This fee is non-refundable or transferable unless space is not available in the specific class of a student's registration.

All students are required to have a copy of their birth certificate and social security card. Entry level students are required to have a physical and eye exam. All students are required to have a current immunization certificate with an expiration date. Sixth grade students are required to have a tetanus booster before entering the sixth grade even though their immunization records are current. All sixth grade students must have an updated physical and immunization certificate. Certificates must be signed by a physician or medical practitioner. Health departments may sign immunization certificates as well as private physicians. The medical exams must be within six months prior to or one month following admission to school.

Non Discriminatory Policy

Faith Foundation Academy admits students of any sex, race, color, national, and ethnic origin to all the rights, privileges, programs, and

activities generally accorded or made available to students at the school. The school does not discriminate on the basis of sex, race, color, or national and ethnic origin in the administration of education policies, admission policies, or athletic and other school-administered programs.

Course of Study

Faith Foundation Academy is a Christian school dedicated to character development and excellent academic instruction. The Bible is our basis for developing character marked by the virtues of respect for authority, honesty, kindness, responsibility, truthfulness, friendship, self-control, diligence, initiative, and patience.

We have weekly chapel services. Parents and visitors are invited and encouraged to attend chapel.

We teach a basic academic curriculum developed by A Beka Books. It has a strong phonics approach to reading, plus grammar and language skills are developed in each grade. Appropriate writing skills and processes are taught. Science, history and health include God's plan in creating man and our universe. Bible heroes are a part of all the subjects as well as character traits and truths taught in the Bible. There is a continuous Bible curriculum that is grade appropriate, plus memory verses and songs. Math is a progression of traditional arithmetic from a Christian perspective. It utilizes a spiraling approach to skill building. Math skills appropriate to each grade are taught, opportunities for review of previous skills provided, and problem solving is incorporated in the curriculum.

Homework

As a general guide, homework given to students should be 10 minutes per grade. Thus, Kindergarten students should be able to complete their homework in 10 minutes, with 1st Grade taking 20, 2nd Grade needing 30, 3rd Grade 40, 4th Grade 50, and 5th & 6th Grades 60 minutes maximum. One hour should be the greatest amount of time needed to complete assignments. Projects, reports and tests will be scheduled with enough lead time to complete them on time. No homework will be given on Wednesday night or weekends.

Grading Scale

Progress reports will be issued every six weeks. Parents are urged to conference with their child's teacher. The grading scale is as follows for Grades 1-6:

A	100 - 94
B	93 - 85
C	84 - 75
D	74 - 70
F	69 and Below

Honor Roll Criteria

All A Honor Roll: Grades in all subjects are between 94-100 and behavior appropriate for an A in Conduct.

A and B Honor Roll: Grades in all subjects are 85-100 and behavior appropriate for an A or B in Conduct.

Attendance

School hours for students are as follows:



- ◆ *Preschool 8:30 - 11:00 Monday - Thursday*
- ◆ *Kindergarten 8:00 - 12:00 Monday - Friday*
- ◆ *Grades 1-6 8:00 - 2:30 Monday - Friday*

Morning care is available from 7:30 - 8:30 A.M. and is free of charge. Preschool students may be dropped off with an older sibling that is a student at Faith Foundation Academy.

Tardiness will only be excused in case of an emergency or a doctor's excuse.

Absences for reasons other than sickness must be approved by the school staff in advance. Anytime a child is absent, a dated, written excuse, signed by a parent or legal guardian, must be presented the day the student returns to school. Absences for sickness of the child, a death in the family, or doctor's appointment are excused. Parents should make every effort to schedule appointments with doctors, dentists, etc. after school hours. All absences over five days duration require a doctor's excuse. All class work missed must be made up on a schedule approved by your child's teacher.

Medication / Illness Policy

The parent/guardian of any student who must take medication (prescription or non-prescription) during the school day, must bring the medication in its original container to the school office. They must sign the Medication Permission Sheet, indicating the dosage and time the medication is to be given. All such medications will be kept in the school office and returned home at the end of each day. Arrangements can be made in the school office for any student requiring daily maintenance medications.

It is important to the learning environment of the school, as well as the health of the other students, that your child is well when he/she comes to school. Therefore, if your child is ill and contagious, he/she must not be brought to school. If your child has been ill, he/she should be fever free and not vomiting or have diarrhea for 24 hours prior to returning to school.

Pediculosis (head lice) Policy

Head lice infestation in school-aged children is common in the United States. Transmission occurs by direct contact with infested individuals or indirectly by contact with their personal belongings, such as combs, brushes, and hats. FFA will have periodic checks for head lice. Any time head lice are discovered on a child, the parent/guardian will be called to pick up that child immediately. They should treat their child and family at home. In order to return to school, the child must be checked by the health department, a physician, medical practitioner, or registered nurse and receive a statement to verify that the child is nit free.

Inclement Weather

In case of inclement weather, FFA will observe the same closing policies as the Ohio County Public Schools. If inclement weather comes during the school day and classes are dismissed early, please pick up your child as soon as possible. Closings are announced on WBKO Channel 13, WEHT 25 (Evansville), WXMZ 106.3, and at Channel 14, WFIE.

Financial Information

Registration Fees: Kindergarten through Grade 6 \$75.00

Book Fees & Kindergarten \$150.00 due June 1

Tuition: en

Grades 1-6 \$250.00 due June 1

This annual fee includes all books and curriculum for the academic year. This fee does not include supplies that students will need such as: paper, pencils, notebooks, markers, crayons, glue, etc. This fee is non-refundable upon the completion of admission requirements to the

school. There will be a 15% discount in tuition for a second child enrolled in Grades K-6 and a 20% discount for the third child enrolled.

Kindergarten	Grades 1 - 6
10 payments	10 payments
\$202.50 non-members \$182.50 BDBC members	\$262.50 non-members \$242.50 BDBC members
Year	Year
\$2,025.00 non-members \$1,825.00 BDBC members	\$2,625.00 non-members \$2,425.00 BDBC members

Snacks and Lunch

Kindergarten students will provide their own daily, mid-day snack. Students in grades 1-6 will provide their own snack and lunch. No lunches will be served or snacks provided for these grades.

Discipline and Conduct

1. Discipline is a must. Discipline is training and our goal is to help the child attain self control. Discipline will be given in a positive way to accentuate positive behavior. We will explain to the child why the behavior was wrong and redirect the child to another activity. We will use a time-out area and explain why the child must remain there. No child will be disciplined in a harsh, demeaning manner. This includes physical punishment by anyone at the school.
2. The teacher will set classroom rules. Therefore, the classroom teacher will handle school discipline in the classroom. The teacher and administration will have the responsibility to determine if a student's behavior is improper. Any behavior that hinders the learning environment of the classroom will not be allowed. Any behavior that endangers the safety of another student is not allowed.
3. Faith Foundation Academy reserves the option of dismissing any student after entering if he/she seems unable to participate in group experiences provided by our program. Readmission may also be denied to any student for noncompliance with our standards of conduct.
4. All movies shown at Faith Foundation Academy must be rated G and have educational value.
5. Any books/games or toys that endorse violence will not be allowed.
6. Children's coats, sweaters, jackets, hats, backpacks, etc., must have his/her name permanently attached or marked. Only tennis

shoes can be worn in the gym. Children must wear shoes and socks or sandals at all times.

Respect

We are a Christian education center and therefore we will have a blessing before snacks and meals. We teach Bible stories and songs to the children about the love of God. The use of profanity, obscene gestures, and verbal disrespect for the Word of God or vulgarity will not be allowed. We do not teach religion as a denomination. We do say the pledge of allegiance to the flag of the United States of America, the Christian flag, and the Bible. We do have prayer in the classroom daily.



Respect is a character trait that we expect to see in all of our students. It doesn't matter whether the person in authority is a teacher, a substitute, secretary, or simply an adult visiting the school. They deserve and must receive courtesy and respect from the students. Respect for one another is also expected. Name calling, making fun of others, cruel practical jokes, and other forms of harassment will not be tolerated.

Dress Code

We believe that apparel reflects character. Neatness, cleanliness, and appropriateness are essential requirements of a student's dress. Clothing should not be worn which detracts from the learning process or reflects negatively upon the students. We encourage students to be conscious of dressing with modesty, therefore we have adopted the following guidelines:

1. No inappropriate slogans, pictures, advertising and/or names of stars/musical groups on any shirt. (Examples: alcoholic beverages, tobacco/smoking products, rock bands/stars, movies/movie stars, inappropriate TV or cartoon characters).
2. Shoes and socks or sandals must be worn by all students. Tennis shoes are necessary for P.E.
3. Earrings worn by boys are inappropriate. Earrings worn by girls are acceptable as long as they are small and not distracting.
4. Hats are not to be worn in the building.
5. Traditional haircuts are to be maintained for boys. Varying lengths and tails are inappropriate, extremely long hair, over the collar or down in the eyes, are also considered inappropriate.

Girls' hair should be neatly groomed and not hanging down in the eyes. Unnatural hair colors are not allowed for boys or girls.

- 6. Clothing with holes is not appropriate.*
- 7. Shorts for girls and boys must be fingertip length. Shorts or skirts on girls that are above the fingertip length must have a leg covering, such as tights or leggings.*
- 8. Spaghetti straps on girls' tops or halters are not appropriate. Any apparel that reveals the midriff does not follow the guideline for modesty.*
- 9. When the modesty of any attire is in question, please be conservative.*

Building Policies

In order to keep the fine building God has given us in good condition, to insure the safety of our students, and to maintain an atmosphere conducive to learning, it is essential that all students observe the following policies:

- ◆ Gum is never brought to or chewed at school.*
- ◆ Students may not run in any part of the building at any time.*
- ◆ Quiet voices will be used in the halls.*

Guidelines for Birthday Celebrations and Parties

Birthdays may be celebrated for a FFA student if the entire class is included. The time should be approved before the date by the classroom teacher. The only time refreshments may be planned will be during the classroom's scheduled snack time, lunch time, or last 45 minutes of the school day.

Paper products or eating utensils must be provided by the host. Adults must be limited in number to two due to available space. The adults may be accompanied by their children. We encourage snacks and refreshments with nutritional value in which the main ingredient is not sugar.

Refreshments need to be simple and in small quantities. The host will be responsible for cleaning up after any celebration or activity.

Throughout the year, the following activities may be observed by our students and staff:

Halloween: Grades K & 1 ONLY may bring an appropriate costume for a Halloween Party. Grades 2-6 do not have a Halloween party or bring costumes. However, they may participate in an Autumn/Harvest Social. Grades K-6 will participate in Trunk & Treats unless a parent requests that their child be excused.

Christmas: Grades K-6 may have a celebration of the birth of Jesus that is grade appropriate.

Valentine's Day: Grades K-6 may have a Valentine Party to exchange Valentines and/or plan a grade appropriate activity.

Easter: Grades K, 1, 2 may have an Easter Egg Hunt. Grades 3-6 do not have an Easter Egg Hunt. However, they may plan a Spring/New Life activity that is grade appropriate.

Parents will be asked to help with classroom activities on a rotating schedule. This rotation will give all parents an opportunity to contribute and/or attend an activity without crowding the classrooms. The hosts will provide refreshments and plan an activity with the approval of the classroom teacher.

These guidelines reflect the desire to provide Christian fellowship for our staff and students.

Book Nook Policies

- 1. All FFA rules will apply in the Book Nook area.*
- 2. Volunteers should be treated with respect.*
- 3. Materials should be returned on time. Teachers will notify parents and students as to what day classes will be using the Book Nook.*
- 4. Materials will be checked out or renewed weekly. All students may check out up to four items at a time. Items will be permitted to leave the building, but will be in the care of the student checking them out.*
- 5. Damage to materials will not be tolerated. Anyone purposefully destroying materials will not be allowed to check out materials for an entire grading period. Parents are responsible for the replacement cost of lost or damaged materials.*