



South Charlotte Baptist Academy

Faith – Virtue – Knowledge

**2024 – 2025 Student Handbook
Preschool**

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Welcome

A NOTE FROM OUR PASTOR

“I have no greater joy than to hear that my children walk in truth.” 3 John 4

I am a product of Christian education. I am thankful for the sacrifices my parents made so that I could attend a Christian school. All of my formal education was received from individuals who had dedicated their lives to “train up” the next generation of Christian servants. I am thankful for their sacrifice, dedication, and faithfulness.

Christian education and the Biblical truths I received played a large role in my eventual decision to accept Christ as my Savior. God used Christian education in my life to give me direction and to show me God’s call upon my life.

Now, for the past 20 years I have had the opportunity to continue my involvement in Christian education as a parent, a youth pastor, teacher, coach, and now as the senior pastor of South Charlotte Baptist Church.

Thank you for choosing South Charlotte Baptist Academy and for allowing us to partner with you in your child’s education.

Striving Together,



Rev. Joseph Campbell, Pastor

ADMINISTRATION

Rev. Joseph Campbell, Sr. Pastor and Headmaster
Mr. Nathan Rideout, Assistant Headmaster
Miss Stephanie Wells, Academy Secretary
Mrs. Mary Holstead, Business Manager

HISTORY

Convinced of the responsibility of parents to educate their children and the necessity of a Christ-centered educational program, South Charlotte Baptist Church started South Charlotte Baptist Academy in 2003.

PURPOSE

Psalms 78:4-7

“We will not hide them from their children shewing to the generation to come the praises of the LORD, and his strength, and his wonderful works that he hath done. For he established a testimony in Jacob, and appointed a law in Israel, which he commanded our fathers, that they should make them known to their children: That the generation to come might know them, even the children which should be born; who should arise and declare them to their children: That they might set their hope in God, and not forget the works of God, but keep his commandments:”

MISSION

Using the tool of education, we seek to assist parents in:

1. Laying a foundation of faith in the life of their children.
2. Forming Christ-like character in the life of their children.
3. Preparing the children’s gifts and abilities to serve the Lord.

ARTICLES OF FAITH

SCBA subscribes to a Bible-based creed. This creed is our “Statement of Faith” and is the cornerstone of our church and all its ministries.

1. THE HOLY SCRIPTURES

We believe in the verbal (every word) and plenary (complete) inspiration of the Old and New Testaments; that they are the final authority for faith and life, inerrant in the original writings, infallible and God-breathed, and the supreme standard by which all human conduct, creeds, and opinions shall be tried.

II Timothy 3:15,16; II Peter 1:19,20,21; Revelation 22:18,19

2. THE GODHEAD

We believe in one triune God, the maker, preserver, and ruler of all things, eternally existing in three persons—Father, Son, and Holy Spirit—co-eternal in being, co-identical in nature, co-equal in power and glory, each with distinct personal attributes, but without division of nature, essence or being.

Genesis 1:26; II Corinthians 13:14; I John 5:7

3. THE PERSON AND WORK OF THE LORD JESUS CHRIST

We believe in the deity of our Lord and Savior Jesus Christ, perfect God and perfect man; that He is God manifested in the flesh, conceived by the Holy Spirit, and born of the virgin Mary; that He lived a sinless life on earth; that He died on Calvary's cross as a satisfactory sacrifice for sinners; that His body was buried in and arose from Joseph's tomb; that He ascended to Heaven and was glorified at God's right hand; that He is coming again for His own and then to set up His Kingdom on earth.

Isaiah 7:14; II Corinthians 5:21; Matthew 1:18-25; John 16:7; John 1:1-14; Luke 1:35

4. THE PERSON AND WORK OF THE HOLY SPIRIT

A. We believe that the Holy Spirit is the third person of the Holy Trinity and is co-equal with God the Father and God the Son; that He convicts the world of sin and righteousness and judgment; that He is the supernatural agent in regeneration; that He indwells all believers and seals them unto the day of redemption; that He endues, teaches and guides believers.

John 14:16-18; John 16:7,8; John 3:5-7

B. We believe that at salvation (rebirth) the believer is baptized by the Holy Spirit and that the believer does not seek the Spirit's baptism as an evidence of salvation.

Romans 8:9; John 14:26; Ephesians 5:18

5. MAN

We believe that man was created by a direct act of God and not by any evolutionary process (Genesis 2:7); that man was created in God's own image and in a state of innocence; that through his transgression sin entered into the world, and death by sin—not only physical death, but spiritual death, which is conscious and eternal separation from God; that consequently, his posterity inherit a corrupt nature, being born in sin and under its condemnation, and, as soon as they become capable of moral action, become actual transgressors.

Genesis 3:6-19; Romans 5:12; Psalms 51:5; Jeremiah 17:9

6. SALVATION

We believe that the Lord Jesus Christ "died for our sins according to the Scriptures; and that He was buried; and that He was raised on the third day according to the Scriptures." We believe that a person is saved when he repents of his sin and exercises faith by accepting the Lord Jesus Christ as his personal Savior. We believe that salvation is a gift of eternal life wholly by the grace of God without any merit or works. We believe that the atonement of Christ is not limited, but that God desires all to be saved and to come to the knowledge of the Truth; that it is not His will that any should perish, but that all should come to repentance.

I Corinthians 15:3-4; Romans 6:23; Romans 10:9-10; Acts 16:31; II Peter 3:9; Ephesians 2:8-9

7. SANCTIFICATION

A. We believe that believers have been sanctified through the offering of the body of Jesus Christ once and for all.

B. We believe that sanctification is a divine and progressive work of the Holy Spirit whereby God, upon the ground of the finished work of Christ on the cross, His present intercessory ministry, and His divine Word, sets the believer apart and works out in and through him, by means of a submissive will, that which is well pleasing to Himself through Jesus Christ. Sanctification is not a second work of grace that the believer should work for.

Ephesians 5:13; II Peter 3:18

C. We believe that sanctification culminates ultimately in the redemption of the body.

8. THE CHURCH

We believe that the local New Testament church is composed of regenerated, baptized believers, voluntarily united together for the purpose of worship, edification, ordinances, fellowship and service; that the officers of the local church are pastors and deacons whose qualifications, claims and duties are clearly defined in the Scriptures; that the mission of the church is the faithful witnessing of Christ to all men as we have opportunity in the local community and to the uttermost part of the earth; that the local church has absolute right to self-government, free from the interference of any individuals or organizations, religious or political; that the one and only superintendent is Christ, through the Holy Spirit; that it is scriptural for true churches to cooperate with each other in contending for the faith and for the furtherance of the Gospel, with each local church as the sole judge of the measures and method of its cooperation; and that on all matters of membership, policy of government, discipline, benevolence, etc., the will of the local church is final.

Acts 2:41-47; Romans 1:7; Colossians 1:2; Acts 20:28,31; I Peter 5:1-5; Titus 1:5-8

9. BAPTISM

We believe that Bible baptism is by immersion, the burial of the believer in water, thus setting forth in symbol his union with Christ in His death, burial, and resurrection; that every believer should be baptized because of the example of our Lord, and because of the command given by our Lord; and that while there is no saving power in water baptism, it is an act of obedience by those who are already saved to picture that they are dead, buried, and raised spiritually with Jesus Christ by faith in Him. Infant baptism is rejected as unscriptural.

Romans 6:3-5; Matthew 3:13-17; Matthew 28:19-20; Acts 8:36-39; Titus 3:5

10. THE LORD'S SUPPER

We believe that the Lord's Supper is an ordinance given to the church by the Lord Jesus Christ to remember and show forth the Lord's death till He comes. The Lord's Table should be open to all regenerated persons living in fellowship with and obedience to the Lord Jesus. The elements used in the Lord's Table are symbolical and render in themselves no means of grace.

I Corinthians 11:25-32; Luke 22:14-20

11. SATAN

We believe that Satan is a supernatural person, a fallen angel, the author of sin and the cause of the fall; that he is the "god of this age," the "prince of the power of the air," and the open and declared enemy of God and man; his destiny is eternal punishment in the lake of fire.

Ezekiel 28:1-19; Job 1:6-9; II Corinthians 4:4; Matthew 4:1-11; James 4:7; Revelation 20:10

12. HELL

We believe in a literal Hell, the Lake of Fire and Brimstone, which shall be the place of eternal punishment of Satan, fallen angels, demons, and the unbelieving dead.

Luke 16:22-26; Revelation 20:12-15; Revelation 21:8

13. HEAVEN

We believe in a literal place called Heaven where God's immediate presence is manifested, where the angels dwell, and where the redeemed shall ultimately dwell, from which Christ descended and to which He ascended again, where He maketh intercession for the saints, and from whence He shall come to judge the living and the dead.

John 14:1-3; Revelation 21

14. THE ETERNAL STATE

A. We believe in the bodily resurrection of all men, the saved to everlasting life, and the unsaved to judgment and everlasting punishment. *I Thessalonians 4:13-18*

B. We believe that the souls of the unbelievers remain, after death, in conscious misery and torment until the second resurrection when, with spirit, soul, and body, they shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting punishment.

Revelation 20:11-15

C. We believe that the souls of the redeemed are, at death, absent from the body and present with the Lord, where, in conscious bliss, they await the first resurrection when spirit, soul and body are reunited to be glorified forever with the Lord.

II Corinthians 5:6-8; I Corinthians 15; I Thessalonians 4:13-18

15. THE LORD'S DAY

We believe that the Lord's Day, which is the first day of the week, the day of our Lord's resurrection, is the proper day for regular Christian worship and service, and that it should be kept sacred to spiritual purposes by abstinence from unnecessary secular labor and activities becoming to the Lord's Day.

Acts 20:7; I Corinthians 16:1-2; Hebrews 10:25

16. THE SECOND COMING OF CHRIST

We believe in the literal, bodily, personal, pre-millennial and imminent coming of the Lord Jesus Christ into the air to catch away all believers unto Himself before the tribulation period; also, we believe in the personal, visible and glorious return of Christ to the earth, with believers, at the close of the tribulation period to judge the nations and to set up His millennial Kingdom on earth.

Acts 1:11; John 14:3; I Thessalonians 4:13-18; Matthew 24:42-44

17. THE ETERNAL SECURITY AND ASSURANCE OF BELIEVERS

We believe that all the redeemed of God are kept by God's power and are thus eternally secure in Christ forever. We believe that once a person is saved, he will always be saved.

John 10:27-29; II Timothy 1:12; Philippians 1:6

18. HUMAN SEXUALITY

We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempts to alter one's gender by surgery or appearance. *Genesis 2:24, 19:5, 13, 26:8-9; Leviticus 18:1-30; Romans 1:26-29; 1 Corinthians 5:1; 6:9; 1 Thessalonians 4:1-8; Hebrews 13:4*

We believe that the only legitimate marriage is the joining of one man and one woman. *Genesis 2:24; Romans 7:2; 1 Corinthians 7:10; Ephesians 5:22-23*

In keeping with our beliefs regarding human sexuality as expressed in this statement of faith and in keeping with our purpose as expressed in Article II, we have the following practical policies:

- All people are welcome to attend our regular worship services.
- Those who attend may not display behavior that is indicative of the sinful behaviors listed in the SCBC Bylaws during church services, at church functions, and on the church grounds.
- Church representatives are not to display overt disrespect for those who are involved in the sinful behaviors listed within the SCBC Bylaws.
- The pastor of the church will preach consistently against all forms of sinful behaviors as listed in the SCBC Bylaws as well as other sinful behaviors.

The Administration of SCBC & SCBA reserves the right to make changes to this handbook at any time.

Admissions Information

Enrollment is open to all children whose parents wish the Christian training of the home to be continued and supplemented in the school. The Student application/enrollment process is completed online.

NONDISCRIMINATORY POLICY

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

South Charlotte Baptist Academy, as a private institution, reserves the privilege of setting and maintaining its own standards for student conduct, dress, and cleanliness. The academy maintains the right to refuse admittance to anyone who fails to meet the entrance requirements and to suspend or expel any student who violates the standards set down in the Parent/Student Handbook, the Agreement of Cooperation, or other rules of conduct as defined by the Administration.

PRESCHOOL PROGRAM

The following criteria is used for accepting and enrolling students:

THREE-YEAR-OLD PRESCHOOL:

1. Educational Success Consultation with administration by parent(s) and/or legal guardian.
2. Child must be 3 by August 1 and be **fully potty trained** prior to first day of school. *
3. Completed Application and student evaluation.
4. Completed Enrollment packet and paid registration fee.
5. Completed Financial Agreement.

*“Fully potty trained” means no pull-ups. There should be no more than five accidents. After the third accident, there will be a parental conference and probation of the student to determine retention at SCBA. The probationary period will last for 2 weeks. If, during that time, the student has an accident, they will be asked to withdraw. After the fifth accident, regardless of the timing, the student will automatically be asked to withdraw.

**North Carolina immunization requirements (See separate SCBA Immunization Form for standards).

FOUR-YEAR-OLD PRESCHOOL

1. Educational Success Consultation with administration by parent(s) and/or legal guardian.
2. Child must be 4 by August 1 and be **fully potty trained** prior to first day of school. *
3. Completed Application and student evaluation.
4. Completed Enrollment packet and paid registration fee.
5. Completed Financial Agreement.

*“Fully potty trained” means no pull-ups. There should be no more than five accidents. After the third accident, there will be a parental conference and probation of the student to determine retention at SCBA. The probationary period will last for 2 weeks. If, during that time, the student has an accident, they will be asked to withdraw. After the fifth accident, regardless of the timing, the student will automatically be asked to withdraw.

**North Carolina immunization requirements (See separate SCBA Immunization Form for standards).

SCHOOL HOURS/DROP-OFF & PICK-UP

Preschool hours are 8:30 a.m. – 3:15 p.m. Children may be dropped off between 8:00 a.m. and 8:30 a.m. and picked up at 12:00 noon for half day or at 3:15 p.m. for full day. **Because of the heavy traffic on campus during the arrival and dismissal times, parents are asked to drive with extreme care and caution. Always load and unload children on the building side of the car line.** It is extremely dangerous to have children in the parking lot.

EXTENDED SCHOOL DAY

Students who arrive prior to 8:00 a.m. will go to Extended School Day which is available from 7:30 a.m. until 8:00 a.m. Students who are not picked up by 4:00 p.m. will go to Extended School Day. Half-day students will need to pay for Extended School Day in order to attend. The rate is \$10 per hour. Extended School Day is included in tuition for full-day preschool students only.

Requests for Extended School Day should be made at the time of registration. Any changes in regularly scheduled Extended School Day requires a two-week written notification.

A charge of \$10 per 10 minutes (or any part thereof) will be incurred for those who pick up students after 5:00 p.m. This charge will be billed and must be paid by the 10th of each month.

STAFF QUALIFICATIONS

All faculty members are professing Christians and active members of an independent, Bible-believing Baptist church. SCBA and the teaching staff comply with NC Labor Laws for Child Development including criminal background checks and health requirements. SCBA teachers are certified, or obtaining certification, through the North Carolina Christian School Association.

Financial Policies

SCBA keeps its fees and tuition as low as possible; consequently, it is necessary that all accounts be kept up-to-date. SCBA will not carry delinquent accounts. Accounts which become delinquent must be paid before students may continue in class. There is a \$30 charge on all FACTS denials or returned checks. The academy does not participate in any government funded programs; therefore, fees and tuition are the academy's only source of planned income.

Parents who have had one returned check or insufficient funds in FACTS by the deadline date must bring in a cashier's check, money order, or cash (along with \$30 for the insufficient charges) within two days of the denial.

The **REGISTRATION FEE** is due at the time of registration and is non-refundable. This fee holds student's seat until July 1st. After July 1st the student may lose their seat if 1) the enrollment has not been completed and 2) the class is full.

The **BOOK AND RESOURCE FEE** is non-refundable and due by June 1st or at the time of enrollment if later than July 1st. This fee covers such things as textbooks, RenWeb access, standardized testing materials, graduation regalia, other classroom supplies, and craft/art supplies.

THE RON FAULK ENDOWMENT FUND

The Ron Faulk Endowment Fund was established in 2023 in honor of Ron Faulk, a faithful member of South Charlotte Baptist Church and a strong supporter of South Charlotte Baptist Academy.

To help maintain and grow that fund, every Academy family is asked, on a yearly basis, to donate \$100 for each child they have enrolled at SCBA.

RE-ENROLLMENT

During January and February, enrollment is opened for the next school year. All enrollment and re-enrollment takes place online via ParentsWeb. **Present students are not automatically re-enrolled for the next year but are accepted on a first-come, first-serve basis.** It may become necessary to close enrollment for a particular grade if the number of enrolled students for that grade exceeds the optimum class or room size. Parents are encouraged to complete re-enrollment registration as soon as possible to insure their child's place for the next school year.

It is the Academy's policy to place a new student at the beginning of any class waiting list if that new student currently has a sibling enrolled at SCBA.

WITHDRAWAL PROCEDURES

Students who withdraw from SCBA Preschool during the school year will not be allowed to keep student books. At the time of withdrawal, all school property must be returned. Completion of withdrawal form and clearance with the administration are required. Students are charged for any part of a billing month. The Administration reserves the right to withhold any refunds for tuition or fees upon withdrawal. Minimum refund is \$25.

FAMILY LEAVE DURING THE SCHOOL YEAR

If a student goes on an extended family trip during the school year, the tuition must be paid. Tuition payments are continuous. If you wish to discontinue payments, you will need to withdraw your student (Withdrawal Form available in the office.) However, if another student is enrolled while you have discontinued payments, they could take the place of your child. If after your return from the trip and there is a space available, you may re-enroll your child and begin tuition payments again.

General Information

CURRICULUM

The Abeka Book Curriculum is taught each day as part of a structured preschool program. You may visit www.abeka.com for a description of material taught in each grade. It is our desire that children enjoy learning about God and His creation. Academic instruction is given in the morning. The afternoon consists of a rest period, additional playtime and other instruction.

OFFICE HOURS

The academy office is open from 8:30 a.m. until 4:00 p.m. Monday through Friday. When coming to the office, please use the designated school entrance.

ATTENDANCE

Though attendance is not compulsory for preschoolers, students miss valuable instruction if days are missed. Therefore, it is suggested they be present every day unless they are physically unable to attend.

TARDINESS

Class begins promptly at 8:30 a.m. Promptness is a virtue that is considered very important at SCBA. Parents must help in this area and be aware of the example they are setting. A note should be sent to the teacher for a tardy to be excused. The administration reserves the right to call for a conference for excessive tardiness.

Parents are encouraged to teach their children the virtue of promptness. The benefits of promptness are unending.

CHAPEL

Weekly chapel services provide students with a time of spiritual refreshment through the singing of hymns and gospel songs and the preaching and teaching of God's Word.

Sickness and Health

We understand how difficult it is to stay at home with a sick child; but for the health of your child, other children, and teachers in the classroom, we ask that you adhere to this policy. You are our "first line of defense" in keeping our staff and students healthy.

The following is a list of some illnesses (other illnesses will be assessed on a case-by-case basis) that would cause your child to be out of school for at least 24 hours:

1. A fever of 100 degrees or higher– child may return after being fever free, without medicine, for 24 hours
2. A sudden onset of diarrhea
3. Vomiting – may return 24 hours after last vomiting episode
4. Has pink eye with white, green, or yellow discharge – may return 24 hours after the 1st treatment
5. Lice – may require a doctor's release to return to school
6. Chicken pox or a rash suggestive of chicken pox

7. Strep throat – may return 24 hours after the 1st treatment
8. Hepatitis A virus infection – may return one week after the onset of the illness or jaundice
9. Impetigo – may return 24 hours after the 1st treatment

***With any sickness, we ask that you keep the Academy informed.**

Please do not give medication to simply control the symptoms. In most cases, the child will run a fever after the medication wears off and is still contagious to the other children and teachers. If your child becomes sick while at school, you will be called and asked to pick them up immediately. Children may return after they have been symptom free for 24 hours.

COVID-19

Students/Staff with COVID-19 (confirmed with test) or experiencing symptoms of COVID-19 should remain away from school for 5 days after the first day of symptoms or the day of a positive COVID-19 test. Students/Staff may return to school after 5 days if 1) they no longer have symptoms or 2) their symptoms are improving, and they have been fever free (without the aid of medication) for at least 24 hours.

Students/Staff who have been exposed to someone with COVID-19 (within 6 feet for 15 minutes or longer in a 24 hour time period) will not be required to automatically remain away from school. However, they must monitor for COVID-19 symptoms and should follow the procedures in the previous paragraph if they begin to experience COVID-19 symptoms.

*Please visit www.cdc.gov/coronavirus to learn of the symptoms associated with COVID-19.

FACE MASKS

SCBA will not require any student to wear a face mask; that is a parental decision. If you choose to have your child wear a face mask during the school day, please understand that we will allow it as long as the wearing of a face mask does not become a disciplinary problem or does not distract from the learning process.

VACCINES

Vaccines are also a parental decision (including the COVID-19 vaccine). However, we are required to maintain a record of a student's vaccinations. Should you choose not to vaccinate your child, we simply need you to send the Academy a written reason for not vaccinating your child. (This does not apply to the COVID-19 vaccine).

COMMUNICABLE DISEASES

While it is not the desire of SCBA to discriminate against any student, the need for protection of the entire student body is crucial. Therefore, any student who is diagnosed to be carrying any communicable or potentially lethal disease shall not be granted the opportunity to remain or become a student. The concern is twofold: that other students not be infected and that the ill student not become infected with other diseases transmitted by fellow students or others within the school.

If the student is later medically diagnosed as no longer carrying the communicable disease, the student will have another opportunity to enroll at SCBA.

This policy is to apply to diseases such as, but not limited to, and including syphilis, gonorrhea, Acquired Immuno-Deficiency Syndrome (AIDS), hepatitis, etc. Current medical information published by the U.S. Centers for Disease Control indicates that the human T-Lymphotropic virus type III/lymphadenopathy-associated virus (HTLV-III/LAV) is believed to be the agent causing the Acquired Immuno-Deficiency Syndrome (AIDS) in humans. The policies also apply to students known to be infected with HTLV-III/LAV or testing positive for the presence of antibodies to the AIDS virus.

MEDICATIONS

Students who require medication during the school day must have a signed permission form on file in the office. All medications must be kept in the Academy office and should be in the original containers indicating the medicine name and dosage instructions.

If a child needs to use cough drops during the school day, please send a written note with the cough drops instructing how often the student may use them.

Appearance

***Please see separate “Dress and Uniform Guidelines” document.**

Conduct

We believe that consistent, loving discipline is essential in contributing to a good program. The basic responsibility for discipline resides in the home; therefore, parents will be informed when unusual circumstances arise. It is almost impossible to be of any real help to a child unless parents actively support what we are attempting to do. Proverbs 3:12, 13:24, 19:18 and 22:15 will help in this area.

Sometimes a child will persistently have a behavioral problem such as hitting, biting, or other form of disobedience. We usually handle these situations by talking with the child, separating him from the rest of the group, or taking away a privilege and making him apologize for his actions.

For problems that continue, the parent is asked to come to school for a conference to discuss the child's behavior. In persistent cases, a parent may be encouraged to spank the child. Please understand that spanking is an acceptable policy with SCBA; however, the Faculty and Staff will not administer this corporal punishment. *The Academy reserves the right to request the withdrawal of any student whose parents are not willing to follow the well-established disciplinary procedures of the Preschool or if any student does not respond positively to the parent's and administration's discipline.*

Discipline is a balance of love and control. Discipline and order are necessary to the traditional education process. The faculty strives to provide love and attention to each individual student. The following will put into perspective the SCBA philosophy of discipline:

1. The classroom is teacher-directed. The teacher is always the authority.
2. The Administration and teachers expect full cooperation from the student in all matters pertaining to policies and requests.
3. When a student is disciplined, it is simply a matter of bringing the child back in line with what is right.
4. Love is the basis for all discipline. It is the school's goal to bring each child to his full potential and to teach the child the meaning of good character and responsibility. Parents are asked to exercise confidence in the judgment of the teachers in the matter of discipline. The teacher and Administration are willing to discuss any problems with parents pertaining to discipline. SCBA asks for full cooperation and support from parents.

Other Information

ORIENTATION/PARENT TEACHER FELLOWSHIP

The Orientation meeting helps parents and students to be aware of important information for a successful school year. PTF meetings include student participation and a time for announcements. The school calendar gives the specific dates for each meeting. **At least one parent and the student are required to attend the Orientation meeting and all PTF meetings.**

PROGRESS REPORTS

Papers are sent home in the portfolio and should be checked daily. (Portfolios should be purchased from SCBA for \$10 each.) Teachers will strive to keep parents well informed of the child's development. Progress reports will be issued after

each quarter. Parents may consult teachers and staff regarding the progress and behavior of their children at any time. Parents should also utilize the resources available via ParentsWeb to stay informed.

LUNCHES

SCBA provides meals and snacks for *full day* preschool students. We meet or exceed the standards set by the North Carolina Child Development and the Health Department. Any food allergies or critical needs must be approved through the administration at the time of enrollment to ensure compliance with NCCC rules.

Should you choose to have your child bring their own snacks and/or lunch, we ask that you pack their lunch separately from their snacks so that it is apparent to your child's teacher what they are to eat for snack and what they are to eat for lunch.

WHAT TO BRING AND NOT TO BRING

Children are not to bring toys, games, or other articles from home unless it is listed on their activity calendar, or the teacher has given special permission. We cannot be responsible for any article brought from home that is lost or damaged.

As a Christian School, we seek to glorify God in all things (1 Cor. 10:31). Please, no TV and cartoon characters, popular musicians, entertainers, etc., on the supplies, bedding, and clothing you purchase for school. Please do not remove tags from any item (lunch boxes, uniforms, etc.) until these have been approved by the Administration.

INFORMATION CHANGE

Any changes that occur on a child's application or health form must be turned into the Academy Office in writing when change occurs. Please make sure that the office has current telephone numbers, e-mail addresses, and home address. Contact information may be updated at any time through ParentsWeb.

BIRTHDAY PARTIES

Birthdays are important! Parents are welcome to provide a cake, and/or cupcakes (store bought items per state requirements), and party accessories (generic themes only – no character types, etc.) for their child's birthday. These items should be delivered prior to lunch. The parent of the birthday student should contact the teacher to schedule the party. Please see "VISITING THE CAMPUS" for dress guidelines for all visitors on campus.

NAPTIME

Every preschooler is asked to take a nap if they stay for the afternoon portion of the regular day. Naptime is approximately 12:30 p.m. until 1:45 p.m. Please send a small crib sheet or small blanket for the child to lie on and to cover the mat that is provided. Also, send a small blanket for the child to use as a cover. Pillows are not used because of NC Child Care code. As stated in the section on what not to bring, bedding should not have any characters etc. Please ask the teacher about other naptime policies.

OUTSIDE PLAY

Except in intense heat, extreme cold, or inclement weather, children will have an outdoor time each day. If a child has been absent due to illness, he will still be expected to go outside for fresh air and sunshine but will be encouraged not to over-exert themselves. Please make sure to send your child with appropriate clothing for the weather conditions. (Refer to SCBA Dress Guidelines) Other arrangements must be approved by the administration.

VISITING THE CAMPUS

In order to offer the safest environment to our students, all parents and other visitors must report to the Academy office to obtain a "Guest Pass" to be on the campus at any time (other than drop off or pick up times). While on campus, all visitors are asked to wear modest apparel. Ladies should wear knee-length dresses or skirts (no slacks, please) and modest

blouses. Men should wear dress or docker-style slacks and a collared shirt. Please do not wear shorts, swimsuits, low/open neck blouses or shirts, or other immodest items.

The Administration earnestly requests that parents and all visitors honor and uphold our ministry's standards of conduct and dress to be a good example to all students.

To assist with good order in the classroom, please consult with the Administration for approval prior to your visit.

SCHOOL CLOSINGS

In the event of hazardous weather, SCBA will use all available means of communication to inform Academy families of any changes to our usual schedule. This is one reason why it is vitally important that the Academy office always has current contact information for every student's family.

ACADEMY PROGRAM

South Charlotte Baptist Academy also provides a Kindergarten, Elementary, and High School program which excels academically. The Abeka Curriculum is used throughout the entire academy.

South Charlotte Baptist Church

“Proclaiming the Gospel; Experiencing the miracle of changed lives ”

SUNDAY SERVICES

Connection Groups & Children's Bible Hour	9:45 AM
Morning Worship Service	11:00 AM
Master Clubs & Teen Extreme	5:30 PM

WEDNESDAY SERVICES

Mid-week Service & Prayer	7:00 PM
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Nursery care (newborn to age 3) provided for all church services

CONTACT INFO

South Charlotte Baptist Church
12416 Lancaster Hwy
Pineville, NC 28134

Church: 704-542-5536
Academy: 704-544-7323
Fax: 704 542-8447

www.SouthCharlotteBaptist.org
www.SCBAcademy.org

Preschool Student Handbook Last Updated: **Wednesday, July 3, 2024**