

# Veritas Christian Academy Handbook: 2009-10

## From the Headmaster

This Handbook serves as the Veritas Christian Academy Policy Manual.

The Handbook has three sections: Annual Supplement, Introduction, and the Student and Parent section.

- The **Annual Supplement** changes from year to year. It contains introductions to the Administration and the Faculty and Staff of Veritas Academy. It also contains a Family directory, the Phone Chain, and School Calendar. (Please Note: Annual supplement will not be available until September)
- The **Introduction** contains material that speaks to the foundational commitments and the heritage of Veritas Christian Academy. In it, you will find Veritas' Statement of Faith and Philosophy, a short history of Veritas Academy and other items that pertain to the entire school.
- The **Student and Parent** section contains information and items that have a direct bearing on the life of a student at Veritas. Information on grading, uniform policy, admissions and promotion are covered in this area. In addition, it also contains areas in which parents might have a concern. Questions like: "How do I communicate with my child's teacher?" and "Can this event be published in the school newsletter?" are answered in this section.

Last Updated: August 27, 2009

# ANNUAL SUPPLEMENT

## **Veritas Christian Academy 2009-10 Staff**

Administrative

**Headmaster:** Sean Elgut

**Elementary School Administrator:** Maria Elgut

**Assisting Headmaster:** Mark Keating

**Assisting Elementary Administrator:** Nancy Keating

**Office Secretary:** Sylvia Bell

**Lunch Coordinator:** Jill Warnecke

Teachers: Elementary

**Kindergarten:** Elizabeth Kvicala

**1<sup>st</sup> and 2<sup>nd</sup>:** Marsee Vinson

**3<sup>rd</sup> and 4<sup>th</sup> Literature, Latin, Bible, History:** Andrea McMillan

**3<sup>rd</sup> and 4<sup>th</sup> Math, Grammar, Spelling, Handwriting:** Lori Rhoads

**5<sup>th</sup>:** Mandy Donnelly

**6<sup>th</sup>:** Penny Cagle

**5<sup>th</sup> Math:** Lisa Cicchetto

**Elementary Writing:** Cindy Newman

**Elementary Music and Choral:** Pat Wilthew

**Elementary Art:** Carolyn Venable

**1<sup>st</sup> - 6<sup>th</sup> P.E.:** Ray Hunt/Nancy Keating

## Middle and Upper School Teachers

**Middle School Math (Math 8/7 and Pre-Algebra):** Debbie Leedom

Upper School Math (Algebra I, Geometry, Algebra II, Pre-Calculus): Debbie Zollos

**Omnibus I-V:** Marti Dart

**Middle and Upper School Science** (General, Biology, Chemistry, Anatomy): Sean Elgut

**Physical Science:** Debbie Leedom

**Logic, Rhetoric, Thesis, Composition 7 and 8:** Rich Dalmas

**Spanish I-IV:** Missy Hancock

**Middle and Upper School Latin:** Melinda Allen

**Middle and Upper School Art:** Carolyn Venable

**Middle and Upper School Music Appreciation:** Pat Wilthew

**Newspaper / Yearbook:** Sean Elgut

**Biblical Leadership:** Kathy Martin

**Computer Engineering:** Thom Folsom

**Apologetics/Thesis:** Mark Keating

## Extra Curricular

**Drama:** Rich Dalmas

**Swim Coach:** Mark Keating

**Golf Coach:** Lance Waite

**Tennis Coach:** Mark Keating

**Basketball (JV) (Boys):** TBA

**Basketball (JV) (Girls):** Lance Waite

**Cross Country:** Nancy Keating

**Table Tennis:** Ron Weber

# INTRODUCTION

## Statement of Faith & Educational Philosophy

We believe that the sixty-six books of the Holy Bible are the only authoritative, inerrant Word of God. Further, we believe that these Scriptures are our final rule in all matters of faith and practice.

We believe that there is but one God, eternally existent in three Persons: the Father, the Son, and the Holy Spirit.

We believe that Adam, the first man, sinned in his disobedience toward God and that through his disobedience sin extended to all his posterity. Consequently, all are born sinners, spiritually dead and relationally separated from God.

We believe that Jesus Christ, Born of the Virgin Mary, perfect man and truly God, came to earth to fulfill the divine Law through perfect obedience. Having lived a sinless life in obedience to His Father, He was sacrificed on the Cross as the perfect, complete sacrifice for sin. On the third day, God raised Him from the dead, after He had provided a full redemption for His chosen people - those for whom He died. We believe that God will regenerate all for which Christ died through the invincible power of the Holy Spirit. We believe that we sinners appropriate this work, God's salvation, by His grace alone through faith alone, not as a result of any of our works.

We believe that a true church may be known by its engaging in the pure preaching of the Gospel, the right administration of the sacraments, and faithful exercising of church discipline. We believe that all Christians will seek to unite in fellowship with such a church.

We believe the local church is the primary place of fellowship and growth of believers.

We believe in the resurrection both of the believer and of the unbeliever: the believer unto the resurrection of everlasting life and the unbeliever unto the everlasting damnation.

We believe our role as educators is to be *in loco parentis*, "in the place of the parent." We believe that parents are responsible to educate their children in the Lord. We believe that educators must be the delegates of the parents, assisting them in the education of their children, but never usurping their God-given parental prerogative and responsibility.

We believe that biblical discipline, the encouragement of an obedient child and the correction of a disobedient child, is a critical and necessary part of education. Under no circumstances will the misbehavior of one child be permitted to continuously hinder the education of other children.

We believe that fathers are the God-ordained heads of their households. Whenever possible, we desire that each father assume leadership in the education of his children.

We believe that conflict resolution should be accomplished as quickly and as simply as possible. Concerns and grievances should first be addressed directly to the party involved, in order that justice and charity be duly served.

We employ the time-proven method of the *Trivium* in the education of the student. This method includes three stages. The Grammar stage studies the fundamentals of disciplines in order to build a framework of knowledge on which later information can be hung. Questions of who, what, where, and when are the focus. The Dialectic stage brings the grammar of disciplines into ordered relationships. The goal is to equip students with the thinking skills necessary to recognize sound arguments and ideas and to detect and correct fallacious ones. This stage addresses the questions of how and why. The Rhetoric stage seeks to produce students who can use language, both written and spoken, to express their thoughts eloquently and persuasively. The goal of the *Trivium* is to educate students not in what to think primarily, but in how to think, thoroughly, maturely and biblically.

## The Lost Tools of Learning

Veritas Christian Academy is a classical school. It is a classical school because it uses the educational method of the Trivium.

The Trivium has a long and storied history. It, coupled with the later Quadrivium, was the educational method used in Western Civilization to produce some of the greatest scholars that the world has ever known. It first developed in ancient Greece, and was used hundreds of years before the birth of Christ. As the church became more influential after Constantine, it adopted the Trivium as a basic method of education, and it was used widely until the early twentieth century here in America. Unfortunately, with the rise of educational "reforms" of the 19<sup>th</sup> century as promoted by people like John Dewey and Horace Mann, the Trivium was set aside.

With the general malaise that has invaded educational circles today it was only a matter of time before someone turned back to the tested method of the Trivium. In the early 1980's, Doug Wilson, a pastor in Moscow, Idaho, was seeking to start a Christian School so that he could provide an education for his children. As he was studying through different approaches to education, he happened on an essay by Dorothy Sayers, a mystery writer and contemporary of C.S. Lewis, called "The Lost Tools of Learning." This article bemoaned the state of education in the 1940's and outlined the Trivium as a plan of educational reform. Sayers, however, was pessimistic that anyone would be courageous enough to seek to revive the Trivium. Wilson knew that he had found the type of education that he wanted his children to receive. Wilson and a few others opened the Logos School in Moscow, ID, and began the modern classical Christian schooling movement.

The movement has expanded greatly from that small beginning at the Logos School. Today, the Association of the Classical and Christian Schools (ACCS) has more than one hundred member schools (Veritas Christian Academy being a member, pending). Many other schools have adopted the classical method of the Trivium in an effort to restore the grand educational prowess of the Christian West.

All ACCS schools follow the Trivium, which is comprised of three stages: the Grammar stage, the Dialectic stage, and the Rhetoric stage.

**The Grammar Stage:** The Grammar stage lasts from Kindergarten to roughly sixth grade. In this stage, children learn the grammar, or basic facts about many different subjects, with a concentration after 2<sup>nd</sup> Grade on Latin Grammar. Much of the learning is done by memorization and classroom chants and singing which children enjoy greatly at this age.

**The Dialectic Stage:** As a child passes out of the Grammar stage he becomes less likely to enjoy rote learning and becomes more inquisitive. These are signs that the child is leaving the Grammar stage and moving into the Dialectic stage. God has made children of the 7th - 9th Grade years questioning, so at Veritas we teach them how to question things rightly and righteously. The overarching discipline of this stage is logic. Whereas in the Grammar stage students learned many facts without realizing the logical connection between the facts, in the Dialectic stage students work to see the logical connections between facts that they learned in the Grammar stage.

**The Rhetoric Stage:** When children start to become image conscious in the later secondary years (10<sup>th</sup>-12<sup>th</sup> Grade), they are entering the Rhetoric stage. In this stage students learn to express themselves well in writing and in speech. By the end of the Rhetoric stage, our goal for students is to be well-rounded and godly young men and women. They should have the basic facts about subjects well in hand. They should know the logic of the truth they believe and argue for. They should also be able to winsomely speak and write concerning the truth of God.

**In summary:**

- Grammar stage: the students learn the facts.
- Dialectic stage: the students learn the logical connections between the facts.
- Rhetoric stage: the students learn to express the logical relations between things in an understandable, convincing, and winsome manner to others.

## The History of Veritas Christian Academy

Veritas Christian Academy is a classical Christian school committed to the Reformed Faith and the classical Trivium. Its central purpose is to bring glory to its Lord, Jesus Christ, by assisting Christian parents in the godly educating of their children.

Veritas Christian Academy is a model classical Christian school, developed under the Classical philosophy of the Association of Classical Christian Schools (ACCS) and Veritas Academy, located in Lancaster, Pennsylvania. It started in 2004, developing out of a pre-existing Christian school, which began in 2000.

The history of Veritas Academy began in Lancaster, as a group mainly composed of families that attended Westminster Presbyterian Church was meeting together to

prayerfully consider how they should raise up their children in a godly manner. This group was committed to rearing their children in the Reformed Faith and they were considering different models of Christian education. One model that they considered was that of classical Christian education. They read through Douglas Wilson's *Recovering the Lost Tools of Learning*. This book presented the time tested method of the Trivium as a superior alternative. Many were excited about this model but it seemed that starting a school like the one spoken of in *Recovering the Lost Tools of Learning* was many years away.

At the same time in Orlando, Florida, something was happening that would help the dream of Veritas Academy to become a reality more quickly than anyone had hoped. A few years before Veritas Academy opened its doors, another classical Christian school opened. The name of this school was The Geneva School. The father of one of the families that was involved in the formation of The Geneva School was a native of Lancaster County. When Marlin and Laurie Detweiler moved back to Lancaster County, they brought with them a great desire to see their sons continue to receive the kind of education that they were getting at The Geneva School. They also brought with them a basic floor plan for what it took to start a classical Christian school.

Arriving in Lancaster, the Detweilers learned of a group considering a classical Christian education. Some families from this group, along with families from other churches in the area, joined together to found Veritas Academy, which opened its doors in the autumn of 1996 with twenty-eight students and three full-time teachers. Since then, the Academy has grown considerably.

In 2004, Alpha Christian Academy, an established Christian school in Chesapeake, Virginia, sought to reform the Christian education practice and bring a greater emphasis of Christ into the classroom and culture of the school. After reading Douglas Wilson's book, *A Case for Classical Christian Education*, the school was convinced that the Trivium was an ideal fit for the model they sought. Between 2004 and 2006, the school transitioned into the classical model, taking the name *Veritas Christian Academy*. Through these years' volunteers, parents, and faculty made great sacrifices in order to insure the future of the school.

In all of the history of Veritas Christian Academy, the Lord has been faithful to uphold and establish this work. Great efforts by many people have aided in the founding and continuance of Veritas, but ultimately all glory and honor must be given to Christ whose grace has upheld Veritas Christian Academy.

# STUDENT AND PARENT

## Admissions

When parents wish to enroll a child or children in Veritas Christian Academy they must first fill out an application for each child. Both parents must sign the application and return it to Veritas Christian Academy with the applicable registration fee. When Veritas Academy receives these items a place will be held for that child, if there is a place open in the grade for which they are applying. This does not, however, mean that this student has been accepted or registered at Veritas Christian Academy.

If a place is not open in the grade applied for, he will be placed on a waiting list and will be eligible to be admitted only when a spot opens up for that grade.

For registration to be completed and accepted, three things must occur: The child must complete a placement test, the parents must have an interview with a member of the Board of Admissions, and a signed copy of the yearly enrollment agreement must be sent to the Headmaster for signature. Because Veritas Christian Academy has made budgetary decisions including things like teacher salary based upon the commitments that parents make to the school, after the contract has been signed, parents are committed to pay tuition for their child as per that contract.

The placement test is fairly straightforward. It tests a student's abilities in the different subjects taught at Veritas. After the placement test is reviewed by the Headmaster he will make a call to the parents. The Headmaster will tell the parents the strong and weak points of their child's performance and give them instructions in what they might want to work on with their child to prepare him for starting school. The Headmaster will also communicate whether the child can be accepted into the grade level for which was applied. Parents will also be told if their child is accepted under special conditions (e.g., the student might be accepted on the conditions of the summer tutoring and successful completion of a retest at the end of the summer).

While their children are taking the placement test (or prior to it), parents meet with a member of the Veritas Academy Board of Admissions (including the Headmaster). This interview serves two purposes. First, it gives the Board Member a chance to explain some of the distinctive aspects of Veritas Christian Academy. It also gives the parents a chance to ask questions about the school in a private setting.

The final step in admission is for the Administrator of Veritas Christian Academy to sign a copy of the student's enrollment agreement, and a call will be made to the parents as final confirmation that their child is officially enrolled. Until this call is made, registration will not be complete.

Veritas Academy will admit students of any race to all rights, privileges, programs, and activities generally made available to all students. Veritas Academy does not unbiblically discriminate on the basis of race, sex, color, or national origin in the administration of its policies, admissions, scholarships, athletic, and other school-directed programs.

## **Secondary School Admission Procedures and Requirements**

In addition to the above guidelines, Veritas Christian Academy recognizes that as children grow older the terms under which they are educated at Veritas must change in order to recognize the added responsibility that these children bear in their own education. Therefore, when Secondary Students (grades 7-12) come to take their placement tests, they will also be interviewed orally and/or in written form in order to discern their attitude about coming to Veritas Christian Academy. Veritas is committed to creating an educational environment of enjoyment for its students of all ages. This environment can be destroyed when students have a negative attitude about learning in general, or about the school that they are entering. In order to protect the educational environment of our students, students admitted into the Secondary School must be ones that will foster the kind of environment that makes learning both possible and enjoyable.

### **Mid-Year Admissions**

Generally, Veritas Christian Academy does not admit students to Grammar School after the end of the second quarter, nor students to Secondary School after the first semester. Veritas Academy does this in order to protect the academic pace of the class. Because so many things at Veritas Christian Academy build during the year, a child entering school after the middle of the year will be substantially behind in most cases. It would take a massive effort on the part of the teacher to catch the student up with the rest of the class. This effort inevitably ends up taking away from the time that the teacher is able to spend with the other students. If parents would like the Board to specially allow the admission of their child after the middle of the school year, they must send in a completed registration form with the registration fee. They must also send a written explanation of a compelling reason why their child should be admitted contrary to policy.

### **Health Records**

All students attending Veritas Christian Academy must have on record with the school office either a current immunization record or an exemption statement according to Virginia code, before entering school in the fall. Standard immunization forms may be obtained from the family doctor and a copy given to the school office.

Veritas also requires parents to fill out an EMERGENCY form. This form provides Veritas administration with information that might be necessary in the case of an accident at school.

Students may be denied attendance if these forms have not been completely provided.

### **Attendance**

At Veritas Christian Academy a student is exposed to various types of instruction. Because each class period should contribute significantly to the curriculum objectives of the school, and because the instructional program is progressive and sequential, it is

necessary to encourage student attendance. However, in recognizing the authority of parents over their children, Veritas Academy recognizes that there are many circumstances like a special family event or a family trip where parents would like their children to be with them rather than be at school.

The actual number of days school is in session will be determined by the yearly school calendar. Students are also expected to attend, and complete all requirements for every course offered. Attendance records for the elementary students are kept by the individual classroom teachers and reported on the student's report card each quarter. A record for attendance will also be kept in the office, the total number of days absent and days present will be recorded on the student's quarterly report card .

### **Tardiness**

If a student does not report to his class at the beginning of the day with the rest of the class, he will be counted tardy. The administrators at Veritas Christian Academy know that there are a myriad of reasons why a student might be late to class (traffic jams, spilling something at breakfast and having to change clothes, etc.). Sometimes the student has nothing to do with the fact that he is late. The fact remains, however, that they are late, and that this tardiness is diminishing their educational experience at Veritas, and many times diminishing the experiences of others because of the distraction of students coming in late. When a student has been tardy five times during a school year, a call will be made from the Headmaster to the parents of the students to inform them of the situation. Parents will be expected to remedy the situation. If the situation continues, a conference with the parents will be arranged. In severe cases where tardiness is habitual, Veritas reserves the right, and may, suspend, expel, or refuse re-admittance to a habitually tardy student.

### **Absences**

If parents know that their child is going to be absent on a certain day, they should inform the teacher of the absence a week beforehand, if at all possible. This will enable the teacher to make preparations and pull together the work that their student will need to complete on the day that they are absent. If the child is to be absent for an extended period (three days or more), it would be helpful to inform the teacher even more than a week in advance, if possible.

Due to the above, if a child in elementary school is absent more than 15 days per semester, he or she will lose credit for that semester. In upper school, due to block scheduling, if a student misses a particular class more than 8 days per semester, credit for that class will not be given.

If a student's absences accumulate to the point that the teacher or administrator has a concern that the student will not be able to adequately complete the work necessary to pass on to the next grade, a call or conference will be arranged with the parents.

### **Reverence**

In keeping with its Statement of Faith, Veritas Christian Academy places a high value on

the development of Christian character. One way in which this is developed is in the area of speech. We wish to ensure that God's name, character and truth are honored and respected at Veritas Christian Academy.

In all areas of instruction, especially Theology classes and related activities, proper respect and consideration of God's character will be given. Specifically, class songs, skits, stories and discussion that include references to the name and attributes of the Lord will be consistent with biblical principles.

In the third commandment, God tells his people not to use his name in vain. Usually in modern American culture, people think that they have kept this commandment if they do not use the Lord's name as part of a string of curse words. While it is certainly wrong to use the Lord's name in this manner, the original command is much broader. The biblical concept of "vanity" is akin to our concept of emptiness, silliness, or triteness. People break God's commandment any time they use the Lord's name in an empty, silly or meaningless way. Veritas Christian Academy is committed to having a student body that honors the Lord with their speech and actions. Students using the Lord's name in vain will be disciplined.

For the sake of the student's spiritual training and the work of Veritas Christian Academy, joyful encouragement and instruction in reverential knowledge of the Lord is necessary, honored and respected at the school at all times.

## Curriculum Goals

### Grammar School

**Bible:** The student will be able to know the Bible, the basic plan of salvation, the Books of the Bible in order, the major events of biblical history and the theological importance of these events. We seek to: (1) encourage the students to understand the verses in context, along with other good interpretation principles; (2) let the Scriptures speak for themselves with clarifications and illustrations by the teacher; (3) show the students the richness and requirements of the Bible; (4) the biblical pattern of salvation; Law before Grace; (5) encourage students to come to the Father, through the Son, and grow in their knowledge of Him.

**English:** We seek to: (1) equip every student with the skills necessary for good writing, including spelling, grammar, style, clarity, etc.; (2) put a major emphasis on good writing by requiring the students to write often and correctly in each subject area; (3) encourage clear thinking by the students through requiring clear writing; (4) introduce the students to many styles of writing using the Bible and other high quality literature.

**History and Geography:** We seek to: (1) teach the students that God is in control of History and He will determine its ultimate outcome; (2) enable the students to see God's hand in the history of the world and the United States; (3) broaden the students' understanding of history and geography as the students mature; (4) specifically, begin with local history and geography in first grade and sequentially expand the scope of studies to the world; (5) make history and geography "come alive" for the students through the use of many forms of information and research, e.g. biographies, illustrations, field trips, guest speakers, music, art, foods, and architecture, etc.; (5) give the students a

thorough understanding of Western Civilization; its distinctive, great leaders, great movements, and great thinkers; and also its particular involvement in the growth of Christianity.

**Mathematics:** We seek to: (1) ensure that the students have a thorough mastery of basic mathematical functions and tables; (2) put an emphasis on conceptual, as well as practical understanding of math through the frequent use of story problems; (3) illustrate God's unchanging character through the timeless, logical mathematical systems He gave to man through His gift of reason.

**Reading:** We seek to: (1) use phonics as the primary building blocks for teaching students to read; (2) encourage the students to read correctly as soon as possible (normally in Kindergarten or first grade); (3) introduce the students to high quality children's literature as soon as possible, through our Literature program; (4) carefully monitor the student's reading abilities to ensure that he comprehends adequately, and is reading fluently, both orally and silently, including the proper use of word-attack skills; (5) foster a life-long love of reading and high quality literature, after being taught to recognize the characteristics of such literature.

**Art:** We seek to: (1) teach all our students the basic fundamentals of drawing to enable them to create adequate renderings; (2) encourage the students to appreciate and imitate the beauty of the creation in their own works; (3) introduce the students to the works of the master artists of Western culture (4) equip the students to knowledgeably use a variety of art media.

### **Secondary School**

**Theology:** The student will know the basics of theology. Special concern will be given to the doctrine of Scripture and students will be taught that the every word of the Bible was inspired by Holy Spirit of God and is therefore the ultimate rule of all Christian belief and practice. Students will also learn sound principles of biblical interpretation and gain an understanding of Latin and Biblical Greek (beginning in 2010) so that they will be able to read the original text of the New Testament. Finally, students will study a broad breadth of theology touching on all of the major areas of theology (God's being and creation, anthropology, Christ's person and work, the means of grace—especially the church, the word and the sacraments and finally, eschatology). In this, all instruction will be consistent with the school's statement of faith and each student will always be challenged to apply the truth of God to his own life.

**Literature:** The student will be able to become familiar with the common cultural consensus of our western world: that body of thought, belief, and imagination that all educated people in the western world share in common, and with which we must be familiar in order to understand, participate in, and exercise an influence over our culture. A student will also be given a context for understanding other types of studies since the great ideas in all areas of knowledge find their popular expression in literature. Finally, students will be enabled to appreciate the beauty of language and literature which is a critical part of the complete Christian life: not only does Scripture frequently convey truth in poetry, image, and symbol, but God has made us to desire and need beauty; consequently, we must learn to discern kinds and qualities of beauty in order to glorify Him in our aesthetic life, and exposure to great literature is one of the best means to do so.

**History:** The student will be able to discern the providential acts of God and the student's covenantal identity with men who have gone before him: identity with men of his culture, of his nation, of his family, and most importantly, of the people of God. The student will also receive both encouragement and warning from the actions of his forebears, and from the consequences of their actions. From this study our aim is that the student would gain wisdom: to avoid the sins of the past, to improve upon the thinking of his forefathers, and to instill godliness in future generations.

**Logic:** The student will be able to think rightly. He will know both formal logic, the study of syllogism and propositions, and informal logic, the study of the informal fallacies. He will also gain an understanding of how to apply the skill of Logic to all of the information that he encounters in our culture. Finally, the student will be taught to see the logical nature of God (who is Logic Himself) and to glorify and worship Him for this reason.

**Rhetoric:** The student will be able to persuade others in a God-glorifying manner. He will also be able to winsomely give a reason for the hope within him. He will master the basics of formal rhetoric and then perfect his skill by constant practice in all of his classes. This will culminate in the writing and defense of a thesis paper during his senior year.

**Classical Language (Latin):** The student will be able to read the New Testament, the writings of the Church Fathers and the great works of antiquity in the original. A student will also be enabled to master the English language. The study of classical language will also help the student to more deeply grasp English grammar and more quickly learn modern foreign languages.

**Modern Foreign Language (Spanish):** For the student who studies modern foreign language Veritas Christian Academy has these objectives. The student will be able to communicate with people of other nationalities. He will accomplish this by gaining mastery of the language's grammar and syntax. They will also be enabled to interact with and enjoy literature written in that language and other cultures.

**Sciences:** The student will be able to distinguish God's glory by gazing at his creation. He will become acquainted with the system of inductive thought (learning by using the scientific method—experimentation). He will gain an understanding of science in general, the science of life (biology, anatomy & physiology, and marine biology), chemistry and physics.

**Math:** The student will master the basic operations of mathematics with all types of numbers. He will also be able to solve complex equations for a variable and then for numerous variables. The students will be able to do the proofs of Geometry and will also be able to solve problems using trigonometric functions. In all of this a student will be taught to glorify the God of all order for the order that is in nature.

### **Why Latin?**

Considering the sheer number of years and amount of quality schools wherein the teaching of Latin was an integral part of any good academic training, the instruction in

Latin at Veritas Christian Academy should need no explanation or defense. However, like many traditional particulars of good education lost in the name of "modern" or "progressive" education, Latin's advantages have been neglected and forgotten by a couple of generations. Latin was regularly taught even in American high schools as late as the 1940s. It was considered necessary to a fundamental understanding of English, the history and writings of Western Civilization, and the understanding of Romance languages.

Veritas Christian Academy teaches Latin, therefore, for three major reasons. The first reason is that Latin grammar is foundational to all future classical studies. It is the key that unlocks the reading of the great works of Western Civilization in the Secondary years. The inflected nature of Latin also serves as a foundation for understanding inflected languages (most languages are more highly inflected than English). Finally, the study of Latin grammar instills in the student a precision of mind that will be critical to all of their studies in Grammar and Secondary school. The second reason is that Latin is not a "dead language", but rather a language that lives on in almost all major western languages, including English. Training in Latin not only gives the student a better understanding of the roots of English vocabulary, it also lays the foundation for learning other Latin-based languages. Latin is also still used in many fields of study (e.g. medicine, law, and theology). And lastly, learning the grammar of Latin reinforces the student's understanding of the reasons for, and the use of, the parts of speech being taught in our traditional English class work, e.g. plurals, nouns, verbs, prepositions, direct objects, tenses, etc.

<b>Basic Objectives in the Latin Program</b>	
Kindergarten	Latin will not be a subject listed on the student report card, but may be brought into discussion by the teachers as they learn Latin root words.
1st and 2 <sup>nd</sup> Grade	Build up vocabulary; learn a few basic declensions
3 <sup>rd</sup> and 4th Grade	Basic vocabulary acquisition; declensions; chants of verb endings; translation of simple sentences.
5 <sup>th</sup> and 6th Grade	More vocabulary; begin grammar work, translate more complex sentences
Secondary	<p>Increase vocabulary, translate more complicated sentences and sections of classical and medieval writings; increase grammar work.</p> <p>Translations in The <i>Vulgate</i> (Jerome's Latin translation of the Bible) and other sources including Caesar's <i>Gallic Wars</i>; advanced grammar work.</p> <p>Having reached an advanced level of reading in Latin, students will study Latin through the Latin books on their reading list. Before going on to the study of other languages, our students will gain a solid Latin foundation</p>

# Discipline

At Veritas Christian Academy, the discipline policy has a two-fold goal. First, Veritas is committed to the principle that one child will not be allowed to steal from the education of the other students by their bad behavior. Second, acting with delegated authority from the parents the teachers and administrators at Veritas Christian Academy will seek to guide students into the paths of righteousness through godly, righteous and evenhanded discipline.

Discipline will be administered in a biblical atmosphere and under biblical guidelines. The discipline will be administered in the light of the student's problem and attitude. All discipline will be based on biblical principles, (e.g. restitution, apologies (public and private), swift punishment, restoration of fellowship, no lingering attitudes, etc.). Love and forgiveness will be an integral part of the discipline of a student. The vast majority of discipline problems are routinely dealt with at the classroom level.

Students will also be disciplined in manners that fit the sins that they commit. They will have to give restitution, if they have taken something wrongly from another student or harmed or destroyed another person's property. Students may also be punished by being given extra janitorial work, or any other appropriate measure consistent with biblical guidelines may also be required.

## **Grammar School**

In order to maintain consistency, teachers in Grammar School will discipline according to a three-strike-per-day policy. The first infraction will result in the child's name being written on the blackboard and the appropriate restitution will be required. Upon the second infraction in the same day, a check will be placed by the student's name, and the child will be sent to the office for an office visit. At that time proper restitution will be required, and the head of the household will be notified of what we refer to as "stand-by status." "Stand-by-status" simply means that if the student gets another check by their name they will be sent home. Upon a third infraction the student will be required to make another office visit. The decision will be made to suspend the student for the remainder of the day and/or the following day. If a child is suspended, he will remain in the school office, the head of household will be notified and the parents will be required to arrange for their child to be transported home.

Some sins are more heinous than others. In cases where heinous sins occur the student will be sent directly to the Headmasters office and the normal three-strike-per-day policy will set aside. The sins that will be treated in this manner are disrespect shown to any staff member or adult. Dishonesty, which includes any sort of cheating, stealing, or lying, will be punished in this manner as well. Children will also be sent directly to the Headmasters office for fighting, swearing (any talk that is obscene, vulgar, or profane), or open rebellion which is outright disobedience. These behaviors will not be tolerated.

Students will not be allowed to consistently make it to "stand-by status" without suffering consequences. Students that are sent to the headmaster's office and placed on

“stand by status” habitually will be subjected to tighter rules. The first two times that they are sent to the office, they will be warned that this behavior will have more stern consequences if they continue in it. The third time a student is sent to the office in the year they will be suspended for the remainder of the day and/or the entire following day. Every third office visit will result in a suspension. If a student should be suspended six times in a year they will most likely be expelled.

## **MIDDLE AND HIGH SCHOOL DISCIPLINE POLICY**

### **Philosophy**

The purpose of all discipline is the development of self-discipline. As a student grows and matures, they are encouraged to make the right decision and to avoid decisions which, if not corrected, result in unhealthy habit patterns. Therefore, the Academy's philosophy of discipline is aimed at guidance and not merely correction. It is our desire to change the direction of the heart instead of only correcting misbehavior. The foundation for such philosophy is unconditional love, respect and the application of Biblical principles. The application of this philosophy, by necessity, results in policies and rules to govern the successful daily operation of the Academy. The willing acceptance of these rules reflects the heart attitude of the student. Inversely, their continued violation reflects a heart attitude in need of change.

### **Expectations**

Students are expected to arrive at school on time prepared for class with all assignments and materials present in class when class convenes. During class they are to conduct themselves in an orderly fashion and contribute to a learning environment under the direction of the teacher. When infractions occur, students are expected to respond to verbal correction and make every effort to avoid any continuing problem or inappropriate behavior. When a teacher begins to see trends in a student's conduct or performance that does not conform to this standard, the student will be referred to the office to counsel with the Headmaster.

### **Consequences**

The consequences for misbehavior will vary according to the infraction and the student's history of prior behavior. Ample opportunities are given to the student to respond with improved behavior or attitude. Once it has been determined that a student is not making a sufficient effort, the consequences of discipline will increase markedly. Parents will be asked to support the school and be a partner in any correction needed to insure the proper behavior and attitude of their student. Behavior issues and consequences are recorded and used to determine a student's eligibility to return in the fall of the next school year. Students who are discovered to be involved with the use of alcohol, drugs, or sexual behavior will be subject to immediate removal from Veritas.

- Specific consequences for misbehavior may include, but are not limited to, some of the following:
- Probation for a period of up to nine weeks/semester
- Out of school suspension (1-5 days)
- Expulsion from Veritas

## UPPER SCHOOL (7-12) DEMERIT SYSTEM

In order to accurately document a student's compliance with school policies a demerit system will be applied to all students in grades 7 - 12. The actual number of demerits awarded will be based upon the following scale: (Students are encouraged to carefully review this list and insure they are not in violation of items listed.)

- Class disturbance after being verbally corrected by the teacher = 5 demerits
- Class disturbance accompanied with a show of disrespect = 10 demerits
- Use of foul language / un-Christian speech = 5 demerits
- Uncooperative attitude or conduct = 5 demerits
- Dress code violations - 1st offense = 3 demerits
- Dress code violations - 2nd and subsequent offenses = 5 demerits
- Book not covered - 1<sup>st</sup> offense=3, 2<sup>nd</sup> offense = 5 demerits
- Chewing gum or eating candy = 3 demerits
- Eating food / drinking in class = 3 demerits
- Off-limits (parking lot, hallways) without permission = 5 demerits
- Writing, passing or receiving notes in class = 3 demerits
- Possession of electronic devices, CD players, cell phones, etc.=10
- Public display of affection (PDA) = 10 demerits
- Skipping class or school = 20 demerits

The Headmaster reserves the right to set aside the demerit system if the student's conduct or attitude becomes uncooperative or rebellious. If this occurs, the parents will be required to meet with the headmaster before the student can resume classes at Veritas.

The above list of infractions/behaviors is not intended to be all-inclusive. Behavior/infractions that are not listed above are awarded demerits/suspensions after a careful review of each individual occurrence. The assignment of demerits (quantity) and/or suspension/expulsion for these occurrences is at the sole discretion of the Headmaster.

Please note that nothing within the scope or word of the Upper School Demerit System or the Veritas Student Handbook is to be construed to limit the Headmaster's authority to ensure a safe learning (academically, spiritually, and physically) environment for students.

The Upper School Discipline Policy may be set aside at any time, if, in the sole opinion of the Headmaster, the action of the student endangers the student, and/or the environment of other students. This endangerment can not only be physical, but also spiritual, in nature.

### **Consequences for the accumulation of demerits is as follows:**

*Per quarter:*

- 10 Demerits = conference with the Headmaster and a parents
- 15 Demerits = in-school detention: 1 hour on Friday.

20 Demerits = student will receive a one-hour Saturday Work Detail  
25 Demerits= One-day suspension and conference with parents  
30 Demerits = Two-day suspension and conference with parents

**\*Demerits are erased at the end of each quarter for the above consequences.  
However, totals are cumulative for the lists below.**

*Per Semester:*

35 Demerits = three days of suspension  
40 Demerits = student will be expelled

*Per Year:*

40 demerits accumulated at any time during the year will result in immediate expulsion from Veritas.

Any student who is demerit free for one quarter will redeem 10 cumulative demerits.

## **SATURDAY SCHOOL**

Saturday School is a detention program for students in grades 6 - 12 who have demonstrated an unwillingness to respond appropriately with correct behavior. As a general rule, Saturday School will be assigned after several attempts have been made to encourage the student to correct their behavior. Saturday School is assigned automatically for unexcused tardies according to the schedule and based upon quarterly totals. Saturday School may also be assigned, by the administration, on recommendation of a teacher for any infraction less than suspension.

Assignment to a Saturday School will be announced by noon on Thursday. Students assigned to Saturday School must present themselves to the faculty member in charge no later than 8:30 a.m. on the first Saturday after notification. Being tardy to Saturday School will result in additional time being added at the rate of 15 minutes for every 5 minutes late. A one-time postponement per quarter may be granted if an unavoidable conflict occurs. The request for postponement must be made directly to the administrator by Friday, 3:00 p.m. before the Saturday for which they were assigned. Failure to attend Saturday School will result in further disciplinary action as deemed appropriate by the administration. While attending Saturday School, the students will not be allowed to study, read, sleep, or engage in any activity. All students wear school uniforms for Saturday School.

## **SATURDAY WORK DETAIL**

- 1. The time required for Saturday School will be a minimum of 2 hours and a maximum of 3 hours.**
- 2. There is a \$25.00 fee for attending Saturday Work Detail, payable on the Saturday scheduled to the teacher or faculty member in charge.**
- 3. Saturday Work Detail will be assigned automatically for the following reasons.**
  - a. Accumulation of 20 or more demerits during a quarter.**
  - b. Skipping class as defined as being more than 15 minutes tardy without an excuse.  
In addition, 10 demerits will be awarded.**
  - c. The refusal to obey any teacher or staff member of Veritas.  
In addition, 15 demerits will be awarded.**

## **SUSPENSION AND EXPLUSION**

Attendance Veritas Christian Academy is a privilege with certain responsibilities. One responsibility is to maintain a consistent standard of behavior both at school and away from school, consistent with a Christian worldview and Biblical principles. Therefore, any use of, or involvement with, tobacco, drugs, alcohol, unwholesome language, entertainment or behavior, gambling, cheating, fighting, stealing, lying, disrespect, immorality, or possession of a weapon, may result in the student's immediate suspension or expulsion from Veritas Christian Academy. Other types of behavior, including (but not limited to) defacing school or personal property, stealing from other students or the school, or leaving school without permission, may also be grounds for suspension or expulsion.

Suspended students will serve out-of-school suspensions. Receiving a suspension is a serious occurrence and could jeopardize a student's future enrollment at Veritas Christian Academy. A one-or-more-day suspension results in suspension from participation in sports and activities, including field trips, other school functions and events. No student will be allowed to continue at Veritas if they have attended more than two Saturday School Work Details or received four days of suspension in a school year.

If a student is suspended, the following consequences will occur:

1. The student will be required to serve the suspension at home.
2. The student shall not attend any extra-curricular event on the days suspended.
3. The student may be required to do some in-school or out-of-school

research and/or work related to the violation.

4. All academic work must be made up within the normal framework of time, as outlined in the policies for make-up work.

5. The student may be permitted or requested to go before the student body or a group of peers to ask forgiveness for the wrong committed.

Public offense - Public apology/Private offense - Private apology

Upon suspension or expulsion of a student the Headmaster may give the rest of the student body an appropriate statement regarding the basic nature of the offense and purpose of discipline. This action will be designed to:

1. Protect the reputation of student(s) involved from what conclusions others might draw if gossip were the only channel of information.
2. Solicit prayer for those involved.
3. Reinforce the clarity of the school's position regarding the type of behavior in question.

### **In General**

If a student commits an act with such serious consequences that the applicable principal deems it necessary, the office visit process may be by-passed and suspension imposed immediately, or expulsion imposed after board approval of such expulsion. Examples of such serious misconduct include, but are not limited to, acts endangering the lives of others, gross violence, or vandalism. Students may be subject to school discipline for serious misconduct that occurs after school hours.

Should an expelled student desire to be readmitted to Veritas Christian Academy at a later date, the Administrative Board, or its delegated committee, will make a decision based upon the student's attitude and circumstances at the time of the reapplication.

### **SKIPPING CLASS OR SCHOOL**

Skipping is defined as a student's intentional avoidance of school or scheduled activities without proper permission. Permission to miss school or its activities must be granted in advance by the school. If a student has skipped school they will be given a minimum of one-day suspension and will be removed from extra-curricular activities for up to five school days. Any missed exams must be taken and the grade will be lowered 25 points. A student will not receive credit for any other homework or assignments missed.

## HONOR CODE

By enrolling in the Academy, each student agrees to support the Honor Code as stated below. An Honor Committee composed of faculty advisors and students appointed by the Headmaster, will meet as necessary to settle honor code issues and violations.

### THE HONOR CODE OF VERITAS CHRISTIAN ACADEMY

*I will not lie, cheat or steal, nor will I tolerate those who do.*

*I am honor bound to report any violation of this code understanding that to fail to do so subjects me to **equal** discipline.*

### CHEATING

*Spiritual background: Exodus 20:15 - You shall not steal.*

Cheating shall be defined as:

1. Copying someone else's homework answers. Students may occasionally be given permission to "work together" either in school or outside the classroom. Even then, students should only help each other, not simply give/receive answers. If there is any doubt about the appropriateness of working together, the teacher should be consulted in advance to determine the policy.
2. Having another student's homework, test, quiz, or workbook without permission from the teacher of that subject.
3. Altering or filling in answers during the grading process to make an item correct. This is cheating whether it is done on his own paper or by the grader.
4. Obtaining test or quiz questions and/or answers in advance through unauthorized means. The person who provides access to these is also guilty of cheating.
5. Giving answers during a quiz or test, either orally or by intentionally allowing another student to copy them.
6. Receiving answers during a quiz or test in any way, e.g., orally, copying from another student, or looking at any source containing answers. Looking on another student's paper or at any other source of information during a testing time is considered cheating whether the student changes answers or not.

Consequences of cheating:

1. Even if the student is not "caught," there is loss of fellowship with God and loss of respect for one's self (personal dignity).
2. If a student is caught cheating, there is a loss of trust and reputation. Parents will be contacted and asked to support the action of the school. Consequences include an automatic grade of "0", suspension or expulsion and demerits.

## **PLAGIARISM**

Plagiarism is defined as 1) presenting work that, based on a student's previous work, is clearly not the result of the student's labor or 2) copying from a source, without reference to that source, to imply that the material is the work of the student. Plagiarized content found in a student paper or project will result in a zero for the paper or the project. This includes plagiarism from written or electronic sources. At a minimum, additional consequences will be applied if the plagiarism was intentional. The Honor Committee composed of faculty advisors/administration will determine the exact penalty for plagiarism. Penalties could include demerits, suspensions and/or expulsion.

## **GUM AND FOOD**

Students are not to have gum in their possession on campus at any time. Food is to be eaten in designated areas only. No opened drinks are to be taken into the classroom except for class meetings/parties.

## **RESPECT/COURTESY**

Respect is one of the most important ingredients in any relationship. Relationships have been designed by God in part to bring us to Christian maturity. Proverbs 27:17 states, "As iron sharpens iron, so one man sharpens another." Without mutual respect, there can be no lasting positive benefits in a relationship. Respect is needed between students and teachers as well as among the students themselves as each one is made in the image of God.

Disrespect serves to tear down the work of God in the life of the individual as well as the life and nature of the school. Disrespect should not and will not be tolerated whether in the form of talking back or "sassing" a teacher, willful disobedience, willful damage to another's self esteem, including unkind or derogatory remarks, or in the form of willful damage to property. Students will make other errors due to immaturity or forgetfulness, and these will be dealt with appropriately. However, disrespect will be considered intolerable.

Courtesy is the rule in all relationships. The Apostle Paul says that "love is not rude," that is, it is mannerly. Let's make this true at school in the halls, in the classrooms, on the athletic field, and on the bus or van.

Middle or high school students should remember that the buildings are being shared by the lower grades. Courtesy to elementary teachers and students and to each other is expected. Talking in the halls should be in a quiet conversational tone. Loud talking,

yelling, and horseplay are not permitted and will result in disciplinary measures being taken.

Students are to show courtesy to each other at all times. Adults are to be addressed as Mr., Mrs., Ms. or Miss-never by first names. When responding to adults, students are to answer with Yes, Ma'am - No, Ma'am, Yes, Sir - No, Sir.

Boy/girl relationships are not to include any physical contact. Couples should not be together unchaperoned at any place on the school grounds before, during, or after school.

## Hygiene

Veritas Christian Academy is a workplace for teachers and students. Students should dress in a way that demonstrates their respect for the school.

For male students, hair must be of a natural color and must be above the collar, eyebrow and **ear**; older boys must be clean-shaven at all times. Earrings are not permitted. Proper underclothing must be worn, i.e., T-shirts under all shirts, polo or dress; shirts tucked in, and socks worn at all times and **must be seen above the shoe**.

For female students, hair must be of a natural color. Nails may not exceed 1/8" beyond the fingertip, and no nail polish may be worn except clear or shades of red. Proper underclothing must be worn, and blouses tucked in.

The headmaster has the final say as to whether the aforementioned items are being properly adhered to. He may ban other hygiene practices or appearances that are generally not considered appropriate for attendance at the school. If a student violates these standards, he may not be permitted to attend the school or its related functions. A student and his parents may appeal any determination of the headmaster to the board. The decision of the headmaster shall be adhered to until the appeal can be heard by the board.

# Dress Code: Veritas Christian Academy

Veritas divides the dress code into “Casual Days” (Mondays, Wednesdays, and Fridays) and “Formal Days” (Tuesdays and Thursdays).

All uniforms (Dress Day and Casual Day) may be purchased through Rose Uniforms, located in the [Woods Corner Shopping Center in Virginia Beach](#). Though the “Casual Day” dress may be purchased elsewhere, to make shopping easy, we have also made it available through Rose Uniforms. The school has a crest, which will be embroidered on many of the uniform pieces, both for Formal Day and Casual Day. The “Formal Day” dress must be purchased through Rose Uniforms.

We are offering many items for the students to purchase through Rose Uniforms, however they are all not required. Please see the uniform policy for what is required and visit the Rose Uniforms store to be fitted. If you would like to see the uniform on line, visit [www.roseuniforms.com](http://www.roseuniforms.com) and click on School Specific Ordering. Next, click on Schools S-Z. Scroll down to find Veritas Christian Academy, Chesapeake.

If there are any questions regarding our new uniform policy, please feel free to contact our uniform coordinator, Mrs. Elgut, at Veritas.

## **Casual Days: M/W/F**

If a student does not meet the dress code, he will not be permitted to attend classes until in full compliance with the dress code.

## **Girls Upper Grade: 7-12**

- Pleated Khaki or Navy slacks
- Pleated Khaki or Navy shorts (2 inches above the knee or longer) may be worn in the months of September, October, April, May, and June
- Navy or Khaki skirts (to the knee or longer)
- White, Navy, Pale Pink, Pale Blue, or Pale Yellow Polo shirt (pullover; long or short sleeved)
- White Blouse with Button Collar
- White, Pale Blue, Pale Pink, or Pale Yellow Oxford shirt (long sleeved only)
- Appropriate undergarments must be worn (all grades)
- White or Navy turtleneck may be worn under a polo or oxford shirt
- Navy or White Sweatshirt
- Navy or White V-Neck Sweater Vest
- Navy or White Sweatshirt may be worn over a turtleneck, or another shirt with a collar showing

- Navy Polar Fleece with Logo (Must be purchased through Rose Uniforms)
- Navy Jacket with Logo (Must be purchased through Rose Uniforms)
- Navy or Hunter Green Sweater with Logo (Must be purchased through Rose Uniforms)
- Brown or Black belt only (Braided is O.K.)
- Socks or tights (acceptable colors: white, brown, navy, or tan)
- Shoes: Brown, black, or navy shoes, or plain, undecorated tennis shoes. No sandals. No boots. No heels higher than ½ inch

### **Girls Lower School: K-6**

Same as upper grade girls, but they may also wear:

- Khaki or Navy skort (2 inches above the knee or longer)
- Khaki or Navy jumper (2 inches above the knee or longer)

### **Boys: Lower and Upper**

- Pleated or Flat, Khaki or Navy pants
- Pleated or Flat, Khaki or Navy shorts (No Cargo) may be worn in the months of September, October, April, May, and June
- White, Navy, Pale Pink, Pale Blue, or Pale Yellow Polo shirt (pullover; long or short sleeved)
- White, Pale Blue, Pale Pink, or Pale Yellow Oxford Shirt
- White undershirts must be worn under
- White or Navy turtlenecks may be worn under a polo or oxford shirt
- Navy or White Sweat Shirt may be worn over a turtleneck, or another shirt with a collar showing
- Navy Polar Fleece with Logo (Must be purchased through Rose Uniforms)
- Navy Jacket with Logo (Must be purchased through Rose Uniforms)
- Navy Sweater with Logo (Must be purchased through Rose Uniforms)
- Brown or Black Belt only (Braided is O.K.)
- Socks must be seen over the ankle (acceptable colors: white, brown, navy, or tan)
- Shoes: Navy, Brown, Black or Tan Oxfords, loafers, leather deck shoes and plain, undecorated tennis shoes

Note: Many of the above items are available with Logo (Crest) through Rose Uniforms

### **Absolutely No Logos or Emblems of any kind or size, Except for Veritas**

Notes: Any outerwear, with the exception of blazers, denim, camouflage, long trench style, or those with un-Christian or derogatory sayings, emblems, or insignias, may be worn outside only. Once student is in the building, he or she must be in school dress. Additionally, all shirts must be tucked in at all times. All pants, shorts, etc., must have a

belt.

### **Formal Days: T/TH/Field Trips**

All Formal Day dress must be purchased through Rose Uniforms, located in the Woods Corner Shopping Center, Suite 113, 1920 Centerville Turnpike, Virginia Beach, VA (757-479-2100). Please visit the store for more information and to be fitted.

Please note, if a student does not meet the Formal Day dress code, he will not be permitted to attend classes until in full compliance with the dress code.

### **Girls K-2**

- Plaid Jumper
- White blouse, long sleeve or short sleeve with round collar and school logo
- Optional: Girls in grades K-5 also have the option of wearing a navy blue cross tie from Rose Uniforms
- Socks: Navy, Cable Knit Knee High
- Tights: Navy, Flat Knit or Cable
- Navy Sweater with Logo (This is optional, however, if student wishes to wear a sweater, or any covering in class, it must be this and must be purchased through Rose Uniforms)
- Shoes: Brown, black, or navy. No sneakers. No sandals. No boots. No heel greater than ½ inch.
- If student is wearing a hair accessory, it must be purchased through Rose Uniform: Plaid Ponytail hair tie, scrunchie, or padded headband.

### **Girls: Grades 3-6**

- Plaid Skirt
- White blouse, long sleeve or short sleeve with button collar and school logo
- You also have the option of wearing the rounded collar blouses if worn underneath a sweater or blazer
- Optional: Girls in grades K-5 have the option of wearing a navy blue cross tie from Rose Uniforms
- Optional: Girls in grades 6-12 have the option of wearing a navy blue tie from Rose Uniforms
- Navy Sweater with Logo
- Socks: Navy, Cable Knit Knee High
- Tights: Navy, Flat Knit or Cable
- Navy Sweater with Logo (This is optional, however, if student wishes to wear a sweater, or any covering in class, it must be this and must be purchased through Rose

Uniforms)

- Shoes: Brown, black, or navy. No sneakers. No sandals. No boots. No heels greater than ½ inch.
- If student is wearing a hair accessory, it must be purchased through Rose Uniform: Plaid Ponytail hair tie, scrunchie, or padded headband.

### **Girls: Grades 7-12**

- Plaid Skirt
- White blouse, long sleeve or short sleeve with button collar and school logo
- You also have the option of wearing the rounded collar blouses if worn underneath a sweater or blazer
- Optional: Girls in grades 6-12 also have the option of wearing a navy blue tie from Rose Uniforms
- Hunter Green Sweater with Logo
- Socks: Hunter Green or Navy, Cable Knit Knee High
- Tights: Hunter Green or Navy, Flat Knit or Cable
- Hunter Green Sweater with Logo (This is optional, however, if student wishes to wear a sweater, or any covering in class, it must be this and must be purchased through Rose Uniforms)
- Blazer: Navy with Logo (This is optional, however, if student wishes to wear one, it must be this and must be purchased through Rose Uniforms)
- Shoes: Brown, black, or navy. No sneakers. No sandals. No boots. No heels greater than ½ inch.
- If student is wearing a hair accessory, it must be purchased through Rose Uniform: Plaid Ponytail hair tie, scrunchie, or padded headband.

### **Boys: Lower and Upper**

- Pleated or Flat Khaki twill pants. No logos.
- White, long sleeve or short sleeve, Oxford Shirt
- Striped Tie from Rose Uniforms: Pre-tie or tie yourself
- Undershirts must be worn at all times; white only.
- Navy Cardigan Sweater with Logo (This is optional, however, if student wishes to wear a sweater, or any covering in class, it must be this and must be purchased through Rose Uniforms)
- Blazer: Navy with Logo (This is optional, however, if student wishes to wear one, it must be this and must be purchased through Rose Uniforms)
- Brown or Black Belt only (Braided is O.K.)
- Socks must be seen over the ankle (acceptable colors: brown, navy, or tan. No white)
- Shoes: Navy, Brown, Black or Tan Oxfords, loafers, leather deck shoes. No sneakers.

## **Absolutely No Logos or Emblems of any kind or size, Except for Veritas**

Notes: Any outerwear, with the exception of blazers, denim, camouflage, long trench style, or those with un-Christian or derogatory sayings, emblems, or insignias, may be worn outside only. Once student is in the building, he or she must be in school dress. Additionally, all shirts must be tucked in at all times. All pants, shorts, etc., must have a belt.

## **Grading**

At Veritas Christian Academy all grading is done on a percentage basis. When students receive graded work back from the teacher it will have at least one percentage grade on it. Veritas Christian Academy has one grading scale:

<b>Percentage</b>	<b>Letter Grade</b>	<b>Meaning</b>	<b>GPA</b>
100% - 93%	A	Excellent	4.0
92% - 85%	B	Above Average	3.0
84% - 75%	C	Average	2.0
74% - 70%	D	Below Average	1.0
Below 70%	F	Unacceptable	0.0

Some work will have more than one grade on it. For instance a History Test may have three percentage grades on it. One to describe how well the students knew the facts about History. The second percentage could be a spelling grade. This grade will be figured into the student's quarterly spelling average. The third percentage could be a grammar grade. This grade will be figured into the student's quarterly grammar grade. Spelling and grammar count at all times and on all graded work handed in at Veritas Christian Academy.

## **Extra Credit**

Veritas Christian Academy does allow teachers to give extra credit assignments to students. These extra credit assignments can be done simply for the joy of learning, or perhaps to earn a special privilege or reward, *but extra credit work is not allowed to effect a student's grades. (According to Teacher's discretion)*

## **Homework**

Veritas Christian Academy recognizes that students need homework so that they can practice their work and reach their full academic potential. The school also knows, however, that a diet of constant academics with no time for family life and fun is not glorifying to God, nor does it produce a student that loves learning. So, Veritas Christian Academy self-consciously attempts to limit the amount of homework that its teachers assign. We do this so that families can have time to enjoy life and so that students who might be struggling with a certain concept will have sufficient time to work with their parents to understand the concept.

At Veritas Christian Academy, homework is generally assigned for one of four reasons:

First, students often need some amount of extra practice in specific, new concepts, skills, or facts. In certain subjects (e.g. math or languages), there is not enough time in a school day to do as much practice as may be necessary for mastery.

Therefore, after reasonable in-class time is spent on the material, the teacher may assign homework to allow for the necessary practice.

Second, repeated, short periods of practice or study of new information is often a better way to learn than one long period study.

Third, homework may also be assigned to students who, having been given adequate time to complete an assignment in class, did not use the time wisely.

The homework, in this situation, serves a punitive, as well as practical purpose.

Finally, since Veritas Academy recognizes that parental involvement is critical to a child's education, homework can be used as an opportunity for parents to actively assist their child in his studies. This will also keep the parents informed as to the current topics of study in the class.

The necessity for doing homework will vary from grade to grade and even from student to student. In the early grades (K-2<sup>nd</sup>) there is very little, if any, homework. In 3<sup>rd</sup> through 6<sup>th</sup> grade homework should be a half hour to an hour a night. In the secondary grades students should expect between an hour to an hour and a half of homework a night.

In order to keep academic work from becoming a distraction during family time, Veritas also curtails homework on special occasions. In the grammar grades, homework is not to be assigned over the weekends or over holidays and vacation periods, except for studying. In secondary school, although homework is assigned over weekends and larger assignments like term papers are assigned during times that stretch over longer breaks, the teacher still tries to avoid detracting from holidays and vacations by assigning burdensome amounts of homework. Teachers also avoid giving large tests on Monday so that parents and students are freed to enjoy the Sabbath.

## Honors

### Academic

On the last day of each school year, Veritas Christian Academy has an awards ceremony. At this ceremony the parents, staff, faculty and student body take time to recognize and honor those students that have achieved the highest levels of academic excellence for that school year. The academic honors that the school presents are given at two levels.

***Summa cum laude*** (with highest honors): Students that receive this award have made an "A" in every academic subject in each quarter. This means that every grade on their report card is at 93% or above. In Secondary School, this award will be given to students that have maintained a 4.0 Grade Point Average for the entire year.

***Magna cum laude*** (with high honors): In Grammar School, students that receive this award have maintained an “A” average in every academic subject the entire year. This means that the average of their quarterly percentages is 93% or above. In Secondary School, students will win this award by having a GPA of 3.75 or above.

## **The Christian Character Award**

Each year Veritas Christian Academy chooses four students, a boy and a girl in the Grammar School and a boy and girl in the Secondary School as recipients of the Christian Character Award. This award is given to honor the students chosen by the faculty as leaders and examples on the basis of Christian Character. On the last day of school, during the Awards Ceremony, the winners of the Christian Character Award are announced.

## **Academic Probation**

Academic probation is a procedure used at Veritas Christian Academy to motivate students. Students are required to maintain a Grade Point Average (GPA) of 2.0 (this is a "C" average or 77%) or above over any two consecutive quarters. If a student's GPA falls below 2.0 over two consecutive quarters, or if a student's GPA falls below 1.5 at any time, the student will be placed on academic probation.

If a student is placed on academic probation, he will be ineligible for any extracurricular activities during the following quarter and a parent teacher conference will be scheduled.

If after the next quarter the student's cumulative GPA has not risen above 2.0, the Board will determine whether or not to expel the student.

## **Promotion**

Veritas Christian Academy is committed to maintaining high academic standards and challenging students. One of the ways in which we do this is through having challenging objective and subjective standards of promotion.

### **Grammar School**

In grammar school, these are the standards for promotion:

- A student must average at least 70% in math, reading, linguistics, and English Grammar, severally.
- They must have no more than one quarterly grade of “F” in any of the other academic subjects.
- They must have no more than two report card (quarterly) grades of “F” in any subject.

In addition to the objectives above, students must demonstrate mastery of certain skills to move on to the next grade:

**To First Grade:** (1) demonstrate behavioral maturity (i.e. the ability to control himself and not be a distraction to other students in an academic setting); (2) reading readiness as determined by the school staff.

**To Second Grade:** (1) read silently and orally with adequate speed; (2) use correct phonetic skills to decode words; (3) comprehend books at their reading level; (4) write in complete sentences with neat lettering; (5) be able to add two digit numbers with at least 70% accuracy

**To Third Grade:** (1) read fluently and independently from this school's 2nd Grade Level books; (2) write neatly; (3) identify the basic parts of speech; (4) have the ability to add and subtract two digit numbers with at least 70% accuracy

**To Fourth Grade:** (1) maintain mastery of the previous requirements; (2) reach a 70% mastery of the curriculum goals for Third Grade.

**To Fifth Grade:** (1) maintain mastery of the previous requirements; (2) reach a 70% mastery of the curriculum goals for Fourth Grade.

**To Sixth Grade:** (1) maintain mastery of the previous requirements; (2) reach a 70% mastery of the curriculum goals for Fifth Grade

**To Secondary School:** (1) maintain mastery of the previous requirements; (2) reach a 70% mastery of the curriculum goals for the Secondary School

In the future, Sixth Grade students may be given a comprehensive examination to substantiate that they have mastered all of the skills and objectives laid out for them in the Grammar School. Students will be required to pass this test in order to enter the Secondary School at Veritas Christian Academy.

## **Secondary School**

In order to gain promotion to the next grade level, students must: (1) maintain a 2.0 GPA; (2) maintain mastery of all grammar school objectives; (3) demonstrate a solid understanding of the foundational elements of both formal and informal logic (i.e., syllogisms, informal fallacies, etc.)--This will especially be a concern in the Seventh through Ninth Grade; (4) demonstrate a growth in their understanding of rhetoric, both in practice and in conceptual understanding--this will especially be a concern in the Tenth through Twelfth Grades.

## **Veritas Christian Academy Diploma Programs and Graduation Requirements**

Veritas Christian Academy students are required to complete a prescribed course of study in accordance with the established guidelines of the Commonwealth of Virginia and in keeping with all associated accrediting agencies. Veritas students are required to pursue and complete the College Preparatory Diploma program, which meets or exceeds the state requirements.

### **Veritas College Preparatory Diploma 9-12**

*(Class of 2010 and following)*

#### **Subject Area Credits**

Omnibus (History and Literature) 8 credits

Mathematics 4 credits  
(Series to include Algebra I or Geometry, Algebra II, Pre-Calculus, Calculus)

Laboratory Sciences 4 credits  
(Series to include Biology, Chemistry, Physics, and Anatomy & Physiology)

Foreign Language 4 credits

Rhetoric 1 credits

Thesis 2 credits  
(Series to include Jr. Thesis, Sr. Thesis)

Art 1

Music 1

Apologetics 1

Electives 2

**TOTAL: 28 credits**

**\*Note: Some graduation requirements may be waived for students entering Veritas post ninth grade level.**

*Additional requirements:*

- All candidates for graduation must be in good standing with Administration and faculty in relation to academics, conduct and character.
- Students must complete 80 hours of approved community service / Internship for each

year of high school enrollment at Veritas Christian Academy.

- All prospective graduates must successfully complete the Scholastic Achievement Test (SAT) and have scores on file in the main office before receiving a diploma regardless of their plans for college.
- Beginning with the class of 2010, all students are required to graduate with a minimum GPA of 2.0 (C) on a 4.0 scale

### **Class Schedules: Middle School**

#### **7<sup>th</sup> Grade**

Omnibus I

Math 87 or Pre-Algebra

General Science

Latin I

Logic I

Composition 7

Art 7

Colloquy

#### **8<sup>th</sup> Grade**

Omnibus II

Pre-Algebra, Algebra I or Geometry

Physical Science

Latin II

Logic II

Composition 8

Music 8

Colloquy

### **Class Schedules High School**

#### **9<sup>th</sup> Grade**

Omnibus IIB

Algebra I, Geometry, or Algebra II

Biology

Rhetoric

Latin III

Spanish I

Elective

Colloquy

#### **10<sup>th</sup> Grade**

Omnibus IIIA

Geometry, Algebra II, or Pre-Calculus

Chemistry

Latin IV

Spanish II

Elective

Elective

Colloquy

### **11<sup>th</sup> Grade**

Omnibus IIIB

Algebra II, Pre-Calculus, Calculus

Anatomy & Physiology or Physics

Spanish III

Junior Thesis

Elective (Greek 1 may replace elective in 2011-12 school year)

\*Elective

Colloquy

\*Second Elective may include an internship

### **12<sup>th</sup> Grade**

Omnibus IV

Pre-calculus or Calculus

Anatomy & Physiology or Physics

Spanish IV

Senior Thesis

Elective (Greek 1 may replace elective in 2010-11 school year)

\*Elective

Colloquy

\*Second Elective may include an internship

**7th grade** - Omni I (ancient through the fall of Jerusalem in 70 AD)

**8th grade** - IIA (We could get through the medieval period)

**9th grade** - IIB (Renaissance, Reformation, Enlightenment)

**10th gr.** - IIIA (18th & 19th centuries)

**11th gr.** - IIIB (20th century - present)

**12th gr.** - IV (back to ancients, worldview)

## **Extra Curricular Activities**

Extracurricular activities at Veritas Christian Academy are organized, school-sanctioned activities providing student participation and enrichment beyond the normal academic program. These activities generally begin in the Seventh Grade. Participation in these activities (which occur outside of regularly scheduled class time) is voluntary. Examples of extracurricular activities are student organizations and clubs, athletics, drama, special music groups, debate, etc. All extracurricular activities are intended to fall in line with the established philosophy, purpose and standards of Veritas Christian Academy, and are to be approved by the Headmaster.

Extracurricular activities at Veritas Academy shall remain within these guidelines. They

shall in no way hamper or take away from the academic and curricular activities of the students. Students must have parental permission before they can be involved in any extracurricular activity, and must maintain a GPA above 2.0. A Veritas Academy staff member or Board member must be the coordinator of any extracurricular activity. If a qualified staff member or Board member cannot be found, a parent or adult may be a coach or coordinator. This person must be a Christian and an outstanding example of Christian character. If any funds are required to have an extracurricular activity, the families that are involved in the activity must pay for the participation of their children unless money is specifically budgeted for this activity.

## Field Trips

Field trips are an excellent opportunity for Veritas Christian Academy students and families to enjoy learning and experience many interesting things. Generally, the teacher issues field trip permission forms 2 weeks to 10 days before the date of the field trip. If the trip is to be an overnight trip, teachers will try to get the permission slips out two months in advance so that parents can plan time off of work in order to accompany their child. Students will not be eligible to go unless the school has received the completed field trip permission form and any money that is required for the student to attend this field trip.

When students travel out to field trips they must do so in safety. Parents or qualified drivers will be employed. Parents will only be allowed to transport the number of students that can be safely seat belted into their vehicle.

Field trips are times when students represent Veritas Christian Academy. Students must always be in standard uniform and must always behave in a manner that is fitting. If students are disruptive on field trips, they may not be allowed to continue on the current field trip or might not be allowed to attend one or more future trips.

As students grow older, their field trips will become more interesting and last longer. Sometimes trips will be offered that require a student to stay overnight away from Chesapeake. On these trips, students will only be allowed to attend if they are with their parents, or if their parents have made arrangements for them to be chaperoned by another family or adult, especially when the student is participating in our International Field Trip. Families are always encouraged to go on these and all trips.

## *In Loco Parentis*

*In loco parentis* is Latin for the phrase "in the place of the parents." At Veritas *in loco parentis* is one of our most important educational philosophies.

Many in our society look at education as the job of society, the government, or the church. At Veritas Christian Academy, however, we are convinced that the responsibility for educating children belongs not to the state, nor to the church, but to the family. Many scriptures could be cited to prove this point. Here are a few of the most pertinent:

**Hear, O Israel: the LORD our God, the LORD is one! You shall love the Lord your God with all your heart, with all your soul, and with all your strength. And these words that I command you today shall be in your heart. You shall teach them diligently to your children, and shall talk of them when you sit in your house, when you walk by the way, when you lie down, and when you rise up.**

**- Deuteronomy 6:4-7**

**And you, fathers, do not provoke your children to wrath, but bring them up in the nurture and admonition of the Lord.**

**- Ephesians 6:4**

At Veritas, we see our authority as a delegated authority. God has given children to parents. He has given parents the responsibility of raising children and the authority to do that task. Families that have children at Veritas have chosen to delegate part of the task of educating their children to the teachers and administrators at Veritas Christian Academy.

The *in loco parentis* principle also sets the tone for parental involvement in the school. Veritas Christian Academy wants parents to be highly involved in the education of their children. Classrooms are always open and parents are welcome to sit in on their child's classes. There are also many opportunities for parents to participate at the school. In addition, teachers are in close and regular communication concerning the academic progress and behavior at Veritas.

As a support and extension of the family unit, Veritas Christian Academy considers the family to be of first importance to a child. Through His Word, God indicates that the family is the most important human institution He designed, since He compares it to the relationship believers have with Christ. Therefore, at Veritas, we are continually seeking ways to actively involve the parents, siblings, and grandparents of our students in the programs of the school.

Here are just a few of the ways we do this:

1. Visit the school/class at any time.
2. Assist in the classroom, lunch program, regularly or infrequently. (Arrangements should be made with the teacher/staff member concerned.)
3. Act as a chaperone on field trips, library visits.
4. Serve as a story-reader, song-leader (in K-3), and guest artist; offer special talents.
5. Share experiences, trips, vacations, as they may relate to an area of study in a class.

6. Volunteer to help in the preparations for the many tasks related to our annual Colonial Dance, auction or another large event.
7. Help host or hostess class parties, at home or in the classroom.
8. Attend Meetings when scheduled.
9. Closely monitor and praise a child's progress by reading all teacher notes and student papers sent home.
10. Be available when the teacher calls for the monthly phone conversation.

## Communication

### **Grammar School (Kindergarten-6<sup>th</sup> Grades)**

The Grammar School at Veritas Christian Academy uses the binder to aid the transport and collection of students' work and communication between teachers and parents. In addition to this, teachers stay in close communication with parents by having monthly telephone conversations with the head of the household.

#### ***Phone Calls***

In the Grammar School teachers will be calling all of the parents in their classes once a month. In this conversation they will communicate pertinent information to the parents about their child's academic progress and any disciplinary concerns that they might have. Parents are also able during these calls to ask questions. Parents are asked to give consideration to the teacher and other parents and to normally keep these phone calls at no more than fifteen minutes. If parents have a concern that might take more time to discuss they should schedule a time for a phone conference, or set a time for a meeting with the teacher. When the teacher calls a family, he will ask for the head of the household. Teachers are instructed to do this in order to honor the responsibility that God's Word places particularly on fathers concerning the education of their offspring (See Ephesians 6:4 and Deuteronomy 6:4-7). Veritas asks that fathers make themselves available for these calls, and if necessary set times when the teacher can have a scheduled phone call.

### **Secondary School (7<sup>th</sup> -12<sup>th</sup> Grades)**

In the Secondary School more privileges and responsibilities are given to the students. One of the responsibilities that they are given is the responsibility of taking their homework home to their parents in an orderly manner. At the beginning of seventh grades, students will no longer be on the binder system. They will be responsible to make sure that their parents see their work. At this point, managing and organizing their work will be the job of the student and parents. The school will try to help students who are struggling with organization and work together with parents to hold these students accountable.

## ***Phone Calls***

In Secondary School, the practice of monthly phone calls will continue. A teacher will discuss with the heads of household how their children are progressing in class. He will also be keeping tabs on the progress of his students with the other areas in the Secondary School. If a student is struggling in any subject, it will be communicated during this monthly call.

## **Communication from the Office**

### ***Parental Communiqué***

Our primary forms of communication with parents will be through email, the Veritas website, and take-home flyers and memos. We encourage parents to regularly check your email and visit the website. A take-home memo will be sent home with your children each afternoon with updates. Please remember to check your child's take-home papers regularly so that you do not miss out on important communication.

### ***Disciplinary Calls***

If a student is sent to the Headmaster's office, a call will be placed to the parents. Generally, the Headmaster will first try to reach the father; but if this is not possible, he will contact the mother. He will explain the offense that has been committed and the disciplinary action that he has taken. He will also explain any further ramifications (i.e., suspension or expulsion) of the misbehavior.

## **Dealing With Problems**

In Matthew 18, the Lord gives instruction concerning the manner in which Christians should settle disagreements. The process has three steps. The first and crucial step is going to the offending party personally. The second step consists in going to the person and bringing another Christian along to serve as a witness. The final step consists in bringing the dispute before the Elders of the church for a final ruling.

This process has but one goal: restoration of the relationship between Christian brothers. As parents, administrators, teachers and students at Veritas Christian Academy, we must never lose sight of this goal. It is important to note that Christ provided a process that settled disputes quietly. In most cases, problems can be worked out in a one-on-one manner, and no one in the broader community needs to know.

One thing that the Devil uses to keep us from reaching the goal of restoration and unity is gossip. Talking about a dispute or problem behind someone's back only works against Christ's intention for the dispute to be handled quietly and graciously. Gossip is

diametrically opposed to Christ's commands concerning dealing with others. It drags other people into a dispute that they are not part of and harms the reputation of another without giving him any chance to defend himself. For these reasons, we must refuse to resort to this type of destructive behavior and refuse to listen to others who would delve into this sin as well.

Although Christ's words occur in an ecclesiastical (or church) setting, they establish principles that apply to all of life. Veritas Christian Academy is committed to handling disputes and disagreements in this manner. In a sinful world, it's inevitable that there will be disagreements and disputes. As parents serve as instructors in and examples of godliness to their children, they must demand that their children handle disputes in this way and seek to constantly force themselves to behave in this manner.

Basically, the principle is simple: When someone has a problem with someone else whether it is a Board Member, administrator, teacher, parent or student, go directly to them and talk about it with them. This sort of action does take courage, but it is an action that the Lord requires of us. Generally, relationships are mended when things are handled in the one-to-one manner. Sometimes, however, the problem can not be solved at this level. For instance, imagine that a parent thinks that a teacher is assigning too much homework for their child. The first natural reaction might be to call the Headmaster and complain about the teacher. If the parent makes this call to the Headmaster at Veritas, they will receive one answer, "Have you talked to the teacher about it?" Instead of calling the Headmaster, the first person to call is the teacher.

When calling the teacher, a parent might learn that the last week was an irregular week, but that the pace will slow in the next week. They might also discover that their child has not been using their classroom times wisely and that this problem has caused them to have more homework. In any case, the problem might well be settled. If it is not, however, the parent needs to make an appointment for a meeting with the Headmaster. At this meeting both the parents and the teacher will be there to discuss the problem with the Headmaster. Hopefully, resolution and restoration will occur at this juncture. If not, however, then the disputing parties, along with the Headmaster, will come before the Board and a final ruling will be made.

## Tuition

The administration is committed to keeping tuition as low as possible at Veritas Christian Academy so that as many Christian parents as possible can take advantage of the educational programs that Veritas offers. This desire, however, must be balanced with the school's commitment to finding excellent teachers and paying them a living wage, and providing the most excellent education for the students.

Parents at Veritas Christian Academy should also know that their tuition only covers a portion of the expenses of the Academy each year. Generous gifts are needed as well.

Tuition can be paid in one of two ways. Some parents like to pay all of the tuition at the beginning of the school year and receive a 5% discount. Other parents like to space their payments out. Parents are allowed to pay a twelfth of the tuition for each of their

children for the twelve months beginning with July and ending with June. Parents that choose to take advantage of the extended payment allowance need to keep one thing in mind: when a student is officially registered at Veritas Christian Academy the parents are responsible to pay the entire year's tuition for that student. If parents choose to withdraw their child during the school year, or if the student is expelled or asked to leave, for any reason, they will still be liable to pay the remainder of the tuition for that year, as per their contract.

## Fundraising

As was previously mentioned, Veritas Christian Academy can not survive on tuition alone. Our goal is to raise 80% of the school's money through tuition and known sources of income. The other 20%, however, comes from donations. These donations are critically necessary to the continued prosperity of the school.

Veritas Christian Academy wants to approach fund raising in a biblical manner. We know that the Bible requires Christians to be "cheerful givers" and Veritas Christian Academy wants to strive to be a place that parents, grandparents, friends, and eventually alumni will want to support.

The school is working hard to promote an atmosphere of cheerful giving. In order to do that the school is committed to having only two major fundraisers a year. Veritas does not want to burden parents with the hassle of never-ending fundraisers that "nickel and dime" the same families over and over again. We also want to make sure that our fundraisers are enjoyable times for all of the people involved.

## School Events and Publications

It is important that school programs meet the same standards for quality and content established in the educational programs at Veritas. In addition, the same standards for student conduct established at the school are to be maintained at all school events.

While Veritas Christian Academy understands that its mission is to assist parents in the godly upbringing of their children, it also realizes that certain events and activities that do not fit into the category of an academic endeavor contribute to producing a well-rounded student. Because of this, Veritas Christian Academy sponsors official school events. These events will be ones that are in agreement with the general goals and aims of Veritas Christian Academy. They will be attended by or supervised by a Veritas Christian Academy staff member or board member, and they will generally be open to the entire student body or some section of the student body along with their families. These events will generally be part of the school calendar and they will be publicized and promoted by the school.

While Veritas Christian Academy understands that there are many worthy community, church and social events, it will, however, only publicize and promote school events through its primary communication methods.

## **Parental Memo and *Verbum* Newsletter**

Items that are communicated through email, website, flyers, and in *Verbum*, the monthly newsletter, are to concern only school-related activities. If you believe that an event is a school activity and would like it to be communicated, please send a typed note to the Headmaster explaining the activity along with the wording of the item that you would like to see publicized. Veritas Christian Academy recognizes that there are many worthwhile public events in local churches, social organizations, and community groups; however, we simply cannot publicize all of these events.

### **Invitations**

Invitations to a student party may be distributed in class **ONLY** if the student is inviting the entire class. If they are not inviting all students in the class, we ask parents to mail the invitations.

### **Other Literature**

We know that many issues will come along about which many parents in our school may feel strongly. Students at Veritas are not, however, allowed to bring literature to school to pass out to other students unless that literature has been pre-approved by the Headmaster.

## **Volunteer of the Year**

Veritas Christian Academy could not exist without the faithful and sacrificial volunteer work of many people. At the end of the year Awards Ceremony, an award is presented to the parent that has been voted the best volunteer at Veritas Academy for that year. The award tries to take into account people who are consistent daily volunteers in small things and people who spend a lot of time on one large event.

## **Controversial Subjects**

Veritas Christian Academy recognizes the diversity of views on some subjects that will arise in the course of a student's education. Veritas defines a controversial subject as one "which Christian families and churches commonly consider divisive where the school has not taken an official position, whether or not the introduction of the topic was planned by the teacher or brought up by a student." Examples of such topics would include: environmentalism, the War Between the States, the old earth / young earth debate, partisan politics, etc.

Controversies also arise in the area of theology. Veritas Christian Academy has a Statement of Faith that is contained at the beginning of this handbook. Everything contained in the Statement of Faith is considered “primary doctrine” and therefore will not be treated as controversial. This would include things such as the inspiration of the Scriptures, the deity of Christ, and the reality of sin. Veritas Christian Academy will teach these things unswervingly and without apology.

At Veritas controversial subjects will be handled carefully. If in the course of teaching a class, a controversial subject arises, the teacher will handle it in one of two ways. If the discussion of this controversial subject will not help him achieve the goals set for that class in the curriculum guide, then the teacher will not allow class time for the discussion of the topic at all. If, however, a controversial subject arises, and the teacher believes that the discussion of that topic will help achieve the goals set for that subject, the teacher may take a different course of action. He will, as necessary, instruct the class on the responsibility of Christians to be charitable in debate. He will instruct the class on their responsibility to honor the teaching they have received from their parents on this subject. The teacher will explain both sides of a controversial subject fairly and evenhandedly, presenting each side to the best of his abilities.

Teachers will also refrain from pursuing tangents or other unplanned subject matter that will lead to possible mishandling or poor teaching of the topic. If necessary, teachers will send a note home to the parents of each student involved in the discussion on the same day the discussion occurs, or if possible, before the discussion occurs to prepare parents for the controversial subject or secondary doctrine that the students are about to cover.

The teacher is to remember that according to Scripture and a highly stated goal of Veritas Christian Academy, he is to be serving as a role model of a mature Christian adult to the students. As such, teachers are never to enter into an adversarial debate with students on controversial subjects within a classroom setting. He is to encourage a gracious and scholarly attitude on the part of the students.

Teachers may express their beliefs on controversial subject. They must also, when expressing their beliefs, provide balance by presenting opposing views as accurately and fairly as possible.

## Learning Disabilities

Veritas Christian Academy often receives inquiries as to whether it will accept children with learning disabilities. As a school, Veritas distinguishes between two categories of learning disabilities.

The first category is that of “severe learning disabilities.” These are conditions that would require a separate classroom, program, and additional staff in order to provide the educational services desired by the parents and needed by the students. These conditions would include Down's syndrome, deafness, blindness, *etc.* At the present time, Veritas Christian Academy can not admit students with “severe learning disabilities” because it does not have the resources to adequately provide for them.

The second category is simply “learning disability.” These are conditions that would not require a separate classroom, programs, or additional staff in order to provide the desired services. Included in this would be hyperactivity, Attention Deficit Disorder, dyslexia, etc.

Children with the second category of disability will be admitted. They are required to meet the same academic standards as all other children in their grade level. They will also be held to the same disciplinary standards to which all of the other children in class will conform. They will be given the same amount of individual instruction and encouragement as their peers.

Because of the controversial nature of and treatment of this second category of “learning disability”, Veritas Christian Academy has laid down policy in this area. Many times when a child is diagnosed with this second category of “learning disability,” drugs are prescribed for the child. These drugs are used to control the behavior of these children or to enhance the performance of these students in the classroom by enabling them to control their behavior. Parents are permitted to give these drugs to their children, if they desire. The faculty, staff, and administration of Veritas Christian Academy, however, will in no way aid in the administration of any drug that is deemed to be a drug that is administered for the purpose of modifying or regulating the behavior of a student.

## Medication Policy

Before a school staff member will issue medication to a student, written parental permission must have been received and approved by the Headmaster.

The school will maintain a written health information record from parents on each student at Veritas Christian Academy. The form will include questions as to whether the school staff may administer Tylenol or Calamine medications on an “as needed” basis. Without written permission, school staff may not administer such medications.

Under no circumstances will Veritas staff administer performance-enhancing drugs to students. “Performance enhancing” drugs are defined as “any medication, prescription or over the counter, that has as a primary purpose to alter the behavior of the individual receiving it (i.e., Ritalin, Dextrostat, etc.).”

Under no circumstances may a student possess any form of medication at Veritas. This would include any prescription or over the counter medication including, but not limited to, Tylenol, Midol, or cold medication.

## Illness

### **When a student is ill**

During the school year, particularly when the weather gets colder, Veritas Christian Academy, like other schools, gets hit with waves of illness from time to time. In order to keep illnesses from spreading, the Headmaster urges parents to carefully examine their

children before they send them off to school. Veritas Christian Academy has no perfect attendance award, and while zeal in one's studies is a thing to be prized, risking the health of others is not worth it.

When students are ill, the administration asks the parents to call the school and inform them of the illness. The school asks parents to do this so that the office can know why a student is not in class. The school's main concern is to protect the student and to make sure that students who are riding the buses or driving to school have either made it safely to school or are staying home according to the wishes of their parents. So, if the office does not know that a child is ill, and the child is not at school in the morning, parents can expect a call from the school to check and make sure that everything is all right.

### **Serious Diseases**

Veritas Christian Academy wants to do all that it can in order to protect its students. One thing that Veritas will attempt to protect its students from being exposed to is a serious disease (i.e., one that is life-threatening or causes permanent bodily damage) that can be communicated from one person to another. If a parent becomes aware that their child has contracted one of these diseases they must communicate this to the Headmaster. When the Headmaster becomes aware that anyone involved at Veritas Christian Academy has contracted a serious communicable disease, he will immediately contact the parents of the student. He will also take necessary measures to prevent the further spread of the disease. This might mean removing the student from class or requiring them to stay home from school until the disease is no longer communicable. Veritas Christian Academy also reserves the right to call local health officials or the Center of Disease Control in Atlanta, Georgia when it discovers that a student, faculty member, or administrator has contracted a serious communicable disease in order to obtain more information concerning the disease.

Veritas Christian Academy cannot be held responsible if a serious communicable disease is introduced to the school without its knowledge.

### **VERITAS TESTING POLICY**

The following will govern the administration of tests and exams given at Veritas:

1. All students will receive an equal amount of time to take their test. Tests are scheduled to be completed during the test / exam period.
2. Students are not allowed to leave the room prior to the completion of the test.
3. All tests will be announced at least two days in advance. If students are absent on the day the test was announced, they are still responsible to take the test as scheduled or upon the first day they return to school.
4. A teacher may cancel a test on or before the end of the school day preceding the scheduled date of the test.
5. There is no talking during the testing period until allowed by the teacher. Students should raise their hand to receive permission prior to

talking. Students who are caught cheating will have their test paper confiscated and will immediately be sent to the Headmaster. They will receive a zero (0) on the test.

6. Tests will have a value of 100 points.

### **TEST MAKE-UP POLICY**

Students are expected to make up a missed test at the earliest possible date. If a student misses a scheduled test due to arriving late, they will be required to take the test prior to attending the next scheduled class or activity.

1. Students who are absent when a test is given must schedule a make-up exam at the earliest possible time. They will be required to take the test on the scheduled date or upon their return to school at the first available period. Exceptions will be made for lengthy absences.

The classroom teacher will administer all make-up tests. Students are to report to the classroom teacher upon their return to school to determine when to make up any missed tests.

2. Normally students should have no more than two tests per grade level per day. However, this does not include make-up tests due to illness, pre-planned absence, or athletic events. Consideration will be given to the student's length of absence and workload when make-up tests are scheduled.

### **COLLOQUY CLASSES**

Students in grades 7-12 will have a maximum of two colloquy classes per week. This time is set aside for students to begin to complete homework, extra reading assignments prepare for class, or make up exams. A faculty member monitors this period to insure a quiet and appropriate atmosphere. Colloquy may not be eliminated without approval of the Headmaster. Students with first period colloquy must report on time each day. Students with last period colloquy will not be allowed to leave early. We ask that parents not schedule appointments during these periods.

## **SEMESTER EXAMS**

Students in grades 7-12 will take semester exams at the end of the first and second semester. The exams will be 90 minutes in length and cover all material taught in class as explained by the teacher. These exams are given during the last week of the semester and are completed within the exam schedule. They will count as 20% of the semester grade. Only seniors will be exempt from the second semester exams if they have an average of 93% or higher for the semester.

## **BOOK COVERS**

All textbooks should have book covers on by the beginning of the second week of school each semester. The reason for book covers is to prolong the life of the book and thus be good stewards of the materials that the Lord has loaned us. Contact paper is not to be used.

## **ITEMS NOT TO BRING TO SCHOOL**

The following items are not to be brought to school and are subject to immediate and permanent confiscation: alcohol, tobacco, drugs, weapons, radios, music tapes/CD's, tape players, electronic games, cellular phones, pagers, magazines, or any item which prohibits or hinders the fulfillment of the academic or spiritual mission, or any media which advocates aspects of a lifestyle contrary to Biblical values. Students should not bring to school, magazines or novels, which contain content inappropriate for school.

## Signature Acknowledgment

I, \_\_\_\_\_,

**Have read all the preceding pages of the Parent/Student Handbook, and am in agreement with the Educational Philosophy of Veritas, the Admissions Policy, the Statement of Faith, and all other policies of Veritas Christian Academy.**

**I am also aware of and in agreement with the policies concerning student debt, the guidelines of conduct/discipline/demerit system, grading procedures, dress code and attendance set forth herein.**

**Additionally, I hereby agree to abide by the policies and procedures of Veritas Christian Academy and am aware that by violating any of the policies of the school, my attendance may be terminated by the headmaster.**

Name \_\_\_\_\_

**Student Signature  
(if over 7)**

Name \_\_\_\_\_

**Parent/Guardian Signature**

**\*\*Please sign and return this page to the school office**

Attendance at Veritas Christian Academy is contingent upon student and parent signing and submitting this policy acknowledgment