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not be allowed to participate in the game or any games thereafter.

**H. Pre-Season Athletic Meeting**

All parents and student participants will be required to attend a pre-season meeting each year with the Principal presiding.

ailments that require special attention. All injuries requiring special medical attention should be reported to the office.

**D. Physical Exams:**

Every athlete and cheerleader should have a physical exam before the season begins. This is the parents' responsibility. Students may not participate until an exam is submitted to the school office.

**E. Insurance**

T.B.A. does not carry insurance for the athlete or the cheerleader. Treatment costs must be borne by the family's health insurance. Proof of insurance is required.

**F. Transportation (to and from contests):**

Transportation will be provided by school church vehicles unless otherwise specified by the coach. Vehicles are to remain clean. Riding to a game or meet is not designed for extremes of talking, laughing, and socializing. Preparations should be made for the upcoming event. Take the time to conform yourself to God's will and you'll reap the benefits of your preparation. No media devices are allowed at any athletic event or on school transportation. When boys and girls are riding in the same vehicle, they will not be allowed to sit together. An athlete has enough occasions to be distracted from the contest at hand and we don't want this to be a stumbling block. To practice: If you are riding in school vehicles, the same rules apply as when riding to a game. If you are driving or riding with someone else, you are to conduct yourself in a way that will be in line with God's principles. Remember, that even though you are driving to practice or a game or are riding with another student, you must have written permission from your parents beforehand. This can be kept on file with your coach. A brother and sister may be allowed to ride together to practice. No couples will be allowed to do so.

**G. Athletic Fees**

There is a \$65.00 Athletic Fee for those participating in the sports program. This fee must be paid in full by the **FIRST** game or students will

2016 August Approved

**I. STATEMENTS**

**A. Mission/Purpose:**

Tomah Baptist Academy (T.B.A.) exists to primarily assist Independent Baptist families with the mental, physical, spiritual, and social development of their children by providing an affordable, safe, Bible-centered education. (Luke 2:52)

**B. Affiliation:**

Tomah Baptist Academy will be affiliated with the Wisconsin Association of Christian Schools and the American Association of Christian Schools. The A.A.C.S. is an association of approximately 1000 member schools across the United States. The association offers conventions, workshops, and seminars for teachers and administrators. Both academic and sports competition with state and national championships are sponsored by A.A.C.S.

**C. Faith (Doctrinal Statement):**

This Church & Academy declares its faith and purpose to be embodied in the following statements:

1. The Scriptures of the Old and New Testaments are inspired verbally of God and inerrant in the original writings, and they are the supreme and final authority in faith and practice.
2. There is one God, eternally existent, in three co-equal persons: Father, Son, and Holy Spirit.
3. Jesus Christ, who is God the Son, was begotten by the Holy Spirit, born of the virgin Mary, and is true God and true man.
4. Man was created in the image of God; sinned and thereby incurred not only physical death but that spiritual death which is separation from God; all human beings are born with a sinful nature and upon reaching moral responsibility, become sinners in thought, word, and deed.
5. The Lord Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice; all who believe in Him are eternally justified on the grounds of His shed blood.
6. The crucified body of our Lord was resurrected; He ascended into Heaven and lives there as our High Priest and Advocate before the

Father.

7. Christian Baptism is the immersion in water of a Believer in the name of the Father, and of the Son, and of the Holy Spirit, which sets forth in symbol the essential facts in redemption (the death, burial, and resurrection of Christ) and the experience of the believer (death to sin and resurrection to newness of life). Baptism is the prerequisite to the privileges of a church relationship.
8. Our Lord and Savior Jesus Christ will return to the earth personally, bodily, visibly, and gloriously; and all believers should look for His imminent pre-millennial coming, which is the blessed hope of the church.
9. All who have received by faith the Lord Jesus Christ are born of the Holy Spirit and thereby become children of God.
10. The bodies of both the just and the unjust shall be resurrected, the saved at the first resurrection to everlasting blessedness, and the lost at the second resurrection (after the millennium) to everlasting punishment.

#### **D. Final Determinations:**

The Administration reserves the right to make the final determination in all matters of discipline, standards, and classroom conduct. This extends to all school functions.

## **VI. Athletic Program**

### **A. General Guidelines:**

T.B.A. will endeavor to provide some sports activities in competition with other Christian schools. It is hoped that both girls and boys basketball, volleyball, and others will be arranged. Students must have a C-average or better (based on progress reports or report cards), with no "F's" to be eligible to compete in sports. Student's receiving an "F" on a report card will not be eligible to play for a period of three weeks, at which time the teacher of the course in which the student received the "F" will declare if the student is eligible. Ineligible students may not play or practice with the team. Tardies to school may effect eligibility.

**A student who receives excessive demerits becomes ineligible to participate in sports for the remainder of the semester.** Attendance at all games and practices is mandatory. If a student is absent from school the day of a competition, he/she may not participate in that day's activities. Discipline will occur after the first unexcused absence. Athletes ought to inform coaches before practice if they cannot be at the practice. Any improper or questionable behavior will not be permitted. Disciplinary measures will be taken the first time, expulsion from the team on the second offence. Let your performance do your talking for you. One's conduct must always glorify God. Athletics at a Christian school is a privilege not a right.

### **B. Uniforms and Equipment:**

The coach will issue you a uniform before the first contest. It is the student athlete's responsibility to keep it clean and in good shape. **Lost or damaged uniforms must be paid for in full.** The Uniform Rental Fee is included in the Athletic Fee. Check with the coach for the type of practice uniform that he desires you to wear. Treat school equipment with care. If the Coach gives a student responsibility for team equipment, see that the job is carried out completely. The student will pay for any loss or damage of school equipment due to neglect or carelessness by a student.

### **C. Injuries**

All injuries must be reported immediately to the coach so the proper aid may be given. Be sure to let the coach know of any allergies or other

quarter per major subject. An “A” or “B” grade average must also be maintained. In A-Beka, it is gained by all “B”s or better.

3. Grading: Grades will be given on the following scale for traditional classes.

99-100	A+	82-84	C+
96-98	A	79-81	C
93-95	A-	76-78	C-
91-92	B+	73-75	D+
88-90	B	69-72	D
85-87	B-	65-68	D-

**64 or below is F**

A *minimum* passing score for paces is 80%.

4. Final report cards will not be released to the student until:
  - a. All library books have been returned and fines paid.
  - b. Final grades will not be placed into the student’s cumulative record until all tuition and fees for the year have been paid.

#### **E. Academic Failure:**

Grades are important indicators of the skills a student has acquired in a given subject. It is not a favor to promote a child who is unable to do the work, and who will be constantly frustrated; moreover, the three “R’s” are basic to learning. **Grades 7-12:** A student who receives an “F” in any course as a semester grade will not get credit toward graduation for that course for that semester.

## **II. CURRICULUM & STRUCTURE**

### **A. Curriculum**

1. Every student is taught Biblical principles daily. Junior High & High School students will be enrolled in a traditional Bible class. As Bible is the fundamental course of the Christian School, it is taught with the intensity and discipline expected of any class. The intent is to develop a lifelong love for study of the Bible and a commitment to following the principles of the Book of Books.
2. TBA has two basic curriculums. ACE (Accelerated Christian Education) is used for students whose parents request this program. There are also those students who benefit from individualized instruction, which ACE provides. The A-Beka Master Video program is a DVD program. Master teachers are on the DVDs and the TBA facilitator checks homework and keeps quiz and test grades.
3. The Pastor of Tomah Baptist Church is the Administrator of T.B.A. The Deacons of the Church assist him. The Principal of T.B.A. supervises the daily functions of the school. The facilitators oversee the classroom education.

### **B. Classroom & Procedures**

1. Permission is required to communicate with others or be out of one’s desk.
2. All students are encouraged to get water and use the restrooms during breaks.

### **C. Student Lockers and Desks**

1. Student lockers and desks are solely for the purpose of learning activities except when special privileges have been earned.
2. Lockers and desks are assigned and changed only by the supervisor or teacher.
3. Anything placed in the lockers or desk must be approved by the supervisor.
4. Do not lean or sit on the lockers or dividers.
5. Keep them neat and clean.
6. Lockers and desks are private-do not invade!

7. When leaving desk, push your chair in.
8. Any damage to a locker or desk will be charged to a student's account.

#### **D. Homework**

The responsibility for scholastic achievement is placed on students in the Christian School. When your 1<sup>st</sup>-12<sup>th</sup>-grade child doesn't finish his class work he will be required to complete the work at home. It is the responsibility of the parents to see that it is finished. Any student may have a homework slip sent home, which needs parent's signature. It is to be signed and returned the following day. Failure to complete homework will result in a loss of break time, privileges, or sports practice and may result in demerits assessed or an after-school detention.

#### **E. Fundraising**

T.B.A. will be involved in limited fundraising efforts designed to achieve specific goals (equipment project, class trip, etc.) We encourage participation but do not make participation mandatory. We participate in the following programs each year: Box Tops for Education, Campbell's Labels For Education, Milk Moola, and Empties For Cash.

#### **F. Miscellaneous Expenses**

A non refundable registration fee will be collected when turning in any application. Tuition and Material Fees cover all core curriculum text-book costs. Students will be billed for damage to any re-usable text. "Incidental" charges for curriculum and extra-curriculum expenses will be billed out quarterly. A current list of potential Incidental Expenses is kept on file in the school office and available at registration or upon request.

#### **G. Graduation Requirements**

A minimum of 24 credits is required for high school graduation. Any student who completes the 24 credits before he completes 8 semesters may take additional elective courses. A minimum GPA of 3.5 is required for Valedictorian and 3.25 for Salutatorian. Accounts must be paid in full before diploma is granted. There is a \$75.00 Senior graduation fee due in March of the Senior Year. This is to cover the cost of the

State law requires children to be in school, and T.B.A. will not be a party to truancy. The only excuses for being absent from school, which will be accepted without question is **a) sickness and b) death in the family.** The Principal, on an individual basis may accept certain other excuses. Medical and dental appointments will be acceptable excuses, but the entire day should not be taken for these. **A written excuse from the student's parent must be brought the day a student returns to school.** The excuse must contain the dates and specific reason for the absence. Excused absences allow the student to make up missed work. **An unexcused absence means the student gets an "F" on all work due while he was absent. If a student is absent for more than 3 consecutive days in a row a Doctors Excuse will be needed to return to school.** The school may withhold credit for any course in which a high school student has 15 absences in one semester. K-8 students who have 30 absences in one year may be retained in the same grade.

Three unexcused tardies will be counted as 1 unexcused absence and will lower the 9 week grade average by 2 points EACH SUBJECT; or students may serve a 10-60 minute detention. This will be at the discretion of the administration.

#### **B. Teacher Aids and Volunteers:**

All teacher aids and volunteers assisting during school hours in the classroom must meet the same dress and code of conduct standards for any staff member (special handouts available). The only exception would be volunteers helping with after-school projects.

#### **C. Mid-term Report Slips:**

Mid-term report slips will be sent home at the mid-point of each grading period, beginning with the second grading period. Any failing grades will be circled in red. Parents are asked to sign the report slips and return them to school the next school day.

#### **D. Report Cards:**

1. Report cards will be sent home after each 9 weeks.
2. Honor roll is gained by completion of three or more PACES per

etc., with peanuts or peanut products in the ingredients will be allowed in the school. We have students with extreme allergies to peanuts. If you have a student with any food allergies please make sure the office and staff are aware of the allergies.

**O. Family Envelopes:**

These are sent home with school communications and are to be returned the next day, signed and dated by a parent or guardian.

**P. Transportation and Closings:**

1. Students who are transported by various drivers must have a list of these authorized drivers on file with the school office. This includes Public School Buses.
2. **Generally speaking, T.B.A. will follow Tomah Public Schools in cancellations due to inclement weather.** T.B.A. may or may not follow Tomah in early dismissal during a day all ready in progress. The following radio stations announce closings from 6:30 A.M. through the 8:00 A.M. hour:

WBOG FM 94.5  
 WUSK FM 96.1  
 WRJC FM 92.1  
 WCOW FM 97.1  
 WKLJ AM 1290 or AM 1270

**Q. Dismissal Fee Statement:**

Any student dismissed from the school is not entitled to a refund. Any balance owed at dismissal should be satisfied within one week. Records will be held until the final payment has been made.

**V. ACADEMICS**

**A. Absence:**

cap, gown, and diploma. There is a \$35.00 graduation fee for Kindergarten children due before graduation.

College Preparatory	Credits	Elective Courses	Credit
<b>Math:</b>	3	Pre-Algebra	1
Algebra 1		Business Math	1
Algebra 2		Consumer Math	1
Geometry		Calculus	1
<b>History:</b>	3		
World History		Geography	.5
U.S. History		Wisconsin State History	.5
Civics / Government			
<b>English:</b>	4		
Grammar & Composition (4 years)		Yearbook (Journalism)	.5
<b>Science:</b>	3		
Physical Science		Earth / Life	1
Biology		Physics	1
Chemistry			
<b>Core:</b>		<b>Electives:</b>	
Phys. Ed. (9-12)	.5	Art Education	.5
Bible	2	Music Education	.5
Speech	1	Computer / Keyboarding	.5
Health	.5	Spanish I/II	1 Ea.

### III. ADMISSIONS

#### A. Admissions Policy

1. Children who are members or faithful attendees of Independent Baptist churches, or whose parents are members or faithful attendees of Independent Baptist churches will be given first priority in admission to the school. K-5 students must be at least five years of age on or before September 1<sup>st</sup> of the school year of which application is made.
2. If the Administration finds it necessary to limit the number of students at any grade level, first priority will be given to regularly attending families of Tomah Baptist Church.
3. A child who is not a member or a faithful attendee of an Independent Baptist Church should be a member of a family which is in active fellowship with a Bible believing, evangelical church with at least one of the parents regularly attending and serving there.
4. The parents of prospective students must state, in writing, that they have read and agree with the Statement of faith of the school, and both parents must agree, in writing, to have their children educated in accordance with it.
5. The parents of prospective students must state, in writing, that:
  - a. The school has full discretion in the discipline of their children while at school and school activities, within the bounds of the Discipline Policy.
  - b. The school has full discretion for the grade placement of their children.
  - c. They will meet all tuition, fees, and other financial obligations to the school.
  - d. That they have read, agree with, and will perform the responsibilities of the Parent's Code.
  - e. Prospective students in grades prior to high school may be given diagnostic tests to determine grade placement. High School students who come to TBA with desirable grades will not be tested.
  - f. The Principal and/or Administration must interview all prospective parents and students. The Administration has final determination in the admissibility of a student to the school.
  - g. The Administration may refuse to admit a student with a history

#### I. Grievance Procedure:

If a student or parent has a problem or complaint, he or she should first approach the teacher to discuss the problem. If the problem is not resolved there, and the students, teachers, parents, and the principal cannot resolve it, then the Pastor may be called. **Under no circumstances should a parent or student come to the Pastor, Deacons, or Principal with a problem until it has been discussed with whomever the parent or student is grieved. (See Matthew Chapter 18)**

#### J. Parent-Teacher Conferences:

Parent-teacher conferences will be called the 1<sup>st</sup> and 3<sup>rd</sup> quarters. Special conferences will be held if a parent or teacher requests them any time during the school year.

#### K. Telephone Use:

Students may not use school or church phones except in an emergency. The secretary or teacher will decide if it is an emergency. Calls are to be made during breaks. Local calls will be \$.25 and long distance calls will be \$.50. Payment is to be made at the time of the call. Emergency calls are to be of short duration.

#### L. Fire Drills:

A fire drill will be held each month school is in session, in compliance with local and state codes. Severe weather drills will also be conducted.

#### M. Hot Lunches:

If we have parent volunteers, TBA will provide a hot lunch each day for purchase. Participation in the hot lunch is not mandatory. The school provides a refrigerator for student use if they choose to bring in a sack

lunch. Students will also have access to a microwave. Uneaten lunches are not to be left in lockers overnight.

#### N. Allergies:

**TBA has a strict policy about peanut products. No snacks, lunches,**



Detention hall begins after school. Detentions last 30 to 60 minutes. Students will be responsible for providing their own transportation home after detention hall. A student will always be given a minimum of 24 hours notice before a detention is to be served. If a student does not show up to serve a detention on the day it was to be served, an additional detention will be given. When a student receives six detentions in a quarter (and every third one thereafter), a one-day suspension will be assessed.

#### **E. Suspension:**

A student who is suspended may receive either an in-school suspension or an out-of-school suspension, depending on the reason. During an in-school suspension the student will still attend school but will work alone in a room. Out-of-school suspensions will be considered unexcused absences.

#### **F. Counseling:**

Students may see the Pastor by appointment to receive counseling in academic, spiritual, or social areas. Guidance for job and college selection will be based on the principles of God's Word. The Bible says, "Walk not in the counsel of the ungodly." A Pastor who knows the Word of God is a faithful counselor.

#### **G. Visitors:**

We always are happy to have parents visit the school. All visitors should stop at the school office first and not go directly to the classroom. A parent who wishes to observe in the classroom must do so by arrangement with the principal. A parent who desires to confer with a teacher regarding any problem should arrange a consultation with the teacher before the school day begins or after the school day is over.

#### **H. Teacher Visitation:**

The teacher will endeavor to visit the home of each pupil at least once during the school year. The parent may invite the teacher at a convenient time, or the teacher may call ahead of time for an appointment.

of academic, disciplinary, or psychological problems.

- h. Rejection of applicants will be by written notification.
- i. TOMAH BAPTIST ACADEMY does not discriminate on the basis of race, color, physical disability, or national origin in the administration of any of its policies or programs.

In order to comply with state regulations, the completed physical report is to be presented on the first day of school. Health records are transferred with scholastic records when the children change schools.

#### **B. Medical Guidelines**

1. All students must have a medical history and an immunization from completed and on file at the school office.
2. All students are required to be vaccinated against diphtheria, pertussis (whooping cough), tetanus, polio, mumps, red measles and rubella (German measles). The immunizations may be waived for personal or religious conviction.
3. It is recommended that each student have regular physical and dental exams. Appointments should be scheduled after school, on vacation days, or weekends. Any deviation from this rule needs to be cleared with the staff **two weeks prior to the appointment**.
4. No medication will be given to any student without parental permission. School officials (staff) must administer prescriptions.
5. In a situation where a student needs medical attention, the staff will call the parent or family physician (in that order).

## IV. GENERAL INFORMATION

### A. Daily Schedule

SCHOOL DAY: The school day begins at 8 AM and ends at 3 P.M. Students may not remain in the building after 3:30 p.m. without special permission. After school care is available from 3:15 p.m. to 5p.m.

### B. Dress Code

“Whether therefore ye eat or drink or whatsoever ye do, do all to the glory of God.” I Cor. 10:31. “That ye may approve things that are excellent...” (Philippians 1:10). Dress standards at T.B.A. are an important part of the student’s education. They not only reflect the image of the school, but a disciplined student as well. Students reflecting Christ’s likeness, who are not running after fashions of the world, while in school or at school activities, are a credit to themselves, their family, and the school. Dress standards demonstrate a student who is prepared to meet the academic and Spiritual challenges of the day. Generally speaking, students should dress so as to present a good image of the school to the world. Students should avoid extreme fads. Do not go to excess in any type of dress. Modesty in dress is a must. No clothing with printed pictures, numbers, or words may be worn. Clothing with our own school emblem may be worn. T-shirts and sweatshirts are unacceptable. No ragged or torn clothing is to be worn. No tight form fitting clothing may be worn. **Students must dress according to our dress code on the way to and from school**, and at all school functions and activities, unless a specific exception is made by the administration. Fridays will be dress up day for Middle Classroom and Upper Classroom students. This means a nice dress shirt and tie for the boys and neat non-denim skirts/dresses for the ladies. The decision of the administration in all matters of dress is final. \*THREE dress code violations can result in two-day suspension.

#### 1. Girls

The Bible teaches that women are to adorn themselves in modest apparel. Therefore, we insist on the following rules:

- a. Skirts shall be at least to the bottom of the knee while **sitting**

- v. Fighting.
- vi. Improper conduct between boy and girl.
- vii. Acts of vandalism on the campus or within building.
- viii. Bullying.

- b. 10, suspension, subject to expulsion.
  - i. Lying, cheating, stealing.
  - ii. Any occult activity.
  - iii. Major disrespect.
  - iv. Skipping school.
- c. 25, 25
  - i. Possession and/or use of Tobacco.
  - ii. Possession and/or use of weapons, i.e.: guns, knives, etc.. Or anything deemed a weapon by the Administration
- d. 50 Automatic Expulsion
  - i. Possession of Drugs and/or Drug Paraphernalia
  - ii. Use of Drugs
  - iii. Distribution of Prescription Drugs
  - iv. Possession of Alcohol
  - v. Use of Alcohol
  - vi. Immorality

#### NOTE:

Parents of younger students will be given the opportunity to sign a discipline form, which does not use demerits. Younger students will be awarded merits. While all students begin each semester with 0 demerits, a major offence committed in the first semester is retained as a first offence throughout the year. (Example: a student who skips school once first semester will be suspended the second time if it is during second semester). In addition to the above, T.B.A. is opposed to gambling, dancing, Contemporary Christian Music, and rock music. Couples at T.B.A. may sit together during lunch and at other appropriate times, but close sitting in gyms and any school activity is not allowed. Handholding, kissing, embracing, and close facial contact are not allowed. Couples are not to seek out any secluded areas including classrooms when others are not present. **This is not a complete list, as it applies to improper boy-girl conduct.**

## 1. Minor Offence:

- a. 1, 1, 1, 3
  - i. Talking or noise in the halls
  - ii. Tardy to school or any class.
  - iii. Littering.
- b. 1, 1, 2, 3
  - i. Talking or unnecessary noise in class.
  - ii. No parental note for absences.
  - iii. Working on unrelated material
  - iv. Gum chewing or eating.
  - v. No class supplies or books.
  - vi. Out of order, Horseplay.
  - vii. No P.E. clothes.
- c. 1, 2, 3
  - i. Communications not signed and returned.
  - ii. Passing and/or reading notes.
  - iii. Make-up slip lost or not returned in by due date.
  - iv. Incomplete homework/class work
- d. 1, 3
  - i. Outside literature.
  - ii. Dress code violations.
  - iii. Derogatory remarks to other students.
- e. 2, 5
  - i. Attitude.
  - ii. Late for detention.
  - iii. Leaving school or grounds without staff permission.
  - iv. Repeated warnings.

## 2. Major Offences:

- a. 5, 10 suspension.
  - i. Skipping class.
  - ii. Improper language
  - iii. Criticizing teachers or school policy.
  - iv. Intentional disobedience or arguing (insubordination).

**and standing.** If a skirt or dress has a slit, the top of the slit can be no higher than the bottom of the knee. (If a slit that is sewn tears a second time, that particular skirt or dress will no longer be worn to school.)

- b. Shorts, sun dresses, dresses with low necklines, or other types of clothing deemed immodest by the school administration may not be worn in the classroom or at school activities. Necklines must be **no lower than two finger widths below the clavicle** including banquet dresses and other formal attire.
- c. Culottes will be deemed appropriate for certain administratively approved activities.
- d. Denim skirts **will** be considered appropriate dress for school. Bib-top jumpers that resemble men's bib overalls are not appropriate. No faded denim is allowed.
- e. Students who wear immodest clothing may be asked to put on another garment over the improper article, or they may be sent home in the case of repeated violation.
- f. High school girls may wear nail polish and lip gloss, but polish and gloss must be clear; no colors.
- g. Hair coloring changes such as severe or unnatural coloring, tinting, streaking will not be allowed.
- h. Girls will be allowed to wear sandal type footwear during the months of Aug., Sept., & May. Flip-flops are not sandals. The administration reserves the right to forbid certain sandals, which are deemed inappropriate. During non sandal months socks or nylons must be worn.
- i. T-shirts and T-shirt style shirts are not acceptable classroom attire. Shirts are to be buttoned up except for the top button. "Billboard" shirts or shirts with numbers or advertising are not acceptable.
- j. Female students may begin wearing makeup in the 9th grade. A conservative amount may be worn with colors working with natural skin tones.
- k. Conservative jewelry may be worn by all female students. Earrings may be worn only if the student has pierced ears. 1 set of studs only. Necklaces should not be excessive in length that they catch on buttons, clothing, etc..

## 2. Boys

- a. Dress pants are required. Corduroy pants are acceptable. In the

Elementary grades, denim may be worn. However, no blue, faded, torn, etc. denim is allowed. 7th—12th grades: no denim is allowed. Pants that have the ‘cargo’ or ‘carpenter’ pockets are not acceptable school attire.

- b. T-shirts and T-shirt style shirts are not acceptable classroom attire. Shirts are to be buttoned up except for the top button. “Billboard” shirts or shirts with numbers or advertising are not acceptable.
- c. Boy’s shoes that reflect a feminine style in shape or heel will not be permitted. Students may not wear athletic shoes to school for any thing other than athletics or a physical education function. Hiking boots that look like athletic shoes are not allowed.
- d. No jewelry, with the exception of a class ring or medical bracelet, may be worn.
- e. Shirttails are to be tucked in and belts are to be worn.
- f. Hair is to be cut and groomed at all times. Long hair will not be permitted. Hair is to be cut so that it does not fall down over the eyebrows, ears, or collar. Hair coloring changes and tinting will not be allowed. Sideburns are not to come lower than the middle of the ear opening. Shaggy hair will not be permitted. Beards and mustaches will not be allowed. No partial head or full head shaving or step cuts will be allowed.
- g. Ties may be required for special functions or Sports games.

### C. Conduct Code

The Biblical portrait of conduct under any authority is that of a submissive heart to the authority. The role of authority is to reward good and punish evil (II Cor. 5:10, Rom. 13:1-5). For this reason T.B.A. has developed a system of “**Merits**” which add up to privileges and awards, and “**Demerits**” which could end up in suspension or dismissal.

#### General Conduct:

Each student is expected to have a proper relationship toward fellow students; no arguing, fighting, gossiping, evil speaking, poking fun, pushing, or throwing things. Cursing, vulgar talking, telling off-color stories, talking about rock music or other ungodly things will not be tolerated. No guns, knives, radios, iPods, media devices, etc. will be permitted at school. Cell Phones must be turned into the school office at

the beginning of the day and may be reclaimed at the end of the day.

### D. Merit & Demerit System

#### Merits:

Merits may be given in each learning center at the teacher’s discretion. Merits may be gained for chapel music, student service, high-test grades, quality reports, quality work, early Scripture memory, etc.

#### Demerits:

The demerit system is a guide for discipline at T.B.A. Demerits will be primarily used in the Upper Classroom. The positive side of discipline is stressed according to Proverbs 22:6. The administration expects students at T.B.A. to be different and to maintain the highest standards of behavior at all times. Failure to comply with the standards of conduct will result in the issuing of demerits. The teacher or other school personnel will recommend demerits for a student to the administration who will make the final decision. Students receive demerits according to a written guide. Students who accumulate fifty (50) demerits in a semester will lose the privilege of attending T.B.A. for the remainder of that year. A student who accumulates twenty-five (25) demerits in successive semesters may not re-enroll without approval of the administration. Demerits will be indicated on report cards each marking period. Any student accumulating twenty-five (25) demerits in one semester will be suspended. The student may also lose the privilege of participating in extra-curricular activities. Students with demerits totaling between 25 and 50 may “work off” a maximum of 10 demerits per semester by doing work after school or on Saturdays at the discretion of the principal. Demerits will be “worked off” at the rate of 2 per hour. Students who receive less than 5 demerits in a semester will have no record of this on their permanent file. A student will begin with 0 demerits each semester. The administration reserves the right at all times to take whatever action it feels necessary in any given situation. The following is a list of many areas covered by our demerit system. The numbers above the offence is the number of demerits to be given for each successive violation. The last number will repeat for each additional violation. (Example: Talking, 1,1,2,3. The student will receive 1 demerit each time for the first two times, 2 demerits for the third offence, and 3 demerits for each offence thereafter.)