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REVIVAL CHRISTIAN ACADEMY HOMESCHOOL  
SUPPORT GROUP(PSP)

2018/2019 HAND BOOK

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951-246-5657

[www.revivalchristianacademy.com](http://www.revivalchristianacademy.com)



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## WELCOME

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This handbook has been designed as a tool to help familiarize you with our school and specific policies pertaining to Revival Christian Academy's PSP (Private School Satellite Program) and Revival Christian Academy's Classes. Both parents and students should read it carefully and be sure that you understand the guidelines, which we have established with the student's best interest in mind. We want you to understand what Revival Christian Academy (REVIVAL CHRISTIAN ACADEMY) offers and what is expected in return.

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## REVIVAL CHRISTIAN FELLOWSHIP

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Revival Christian Academy is a ministry of Revival Christian Fellowship. As such, Revival Christian Academy falls under the leadership, direction, and policies/procedures of Revival Christian Fellowship. In all cases the leadership, direction, and policies/procedures of Revival Christian Fellowship will super cede any that Revival Christian Academy may have.

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## REVIVAL CHRISTIAN ACADEMY

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Revival Christian Academy-PSP is in agreement with the objectives of the Home School Legal Defense Association [www.hsllda.org](http://www.hsllda.org) and the rights parents have to homeschool their children. We are here to encourage, guide, uplift, and edify you. We desire to help in strengthening your abilities, while preserving your independence as a parent/teacher.

This PSP has been established to assist the home schooling families in our area whose beliefs are consistent with our statement of faith. We assist parents in fulfilling their legal requirements, including the filing of a private school affidavit, maintaining student cumulative files, and keeping records as required by law.

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## LIMITATIONS

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Although Revival Christian Academy is considered a private school, and files a private school affidavit with the State of California, Revival Christian Academy cannot guarantee anyone protection from harassment from legal authorities or from prosecution. Thus it is mandatory to hold a HSLDA membership. Revival Christian Fellowship cannot be held responsible for the outcome of any contact by authorities.

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## MISSION STATEMENT

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The REVIVAL CHRISTIAN ACADEMY PSP and classes are an extension of the family. We promote the relationship of families and the God-given rights to home educate our children. We believe we have been created by God in His image, and the Bible gives insight and understanding for life and faith. Therefore, we believe that our commitment is in this order: Commitment to Christ and commitment to family; including teaching our children in God's ways.

*"Whatever you do, do your work heartily, as for the Lord rather than for men; knowing that from the Lord you will receive the reward of inheritance. It is the Lord whom you serve." Colossians 3:23, 24*

## CORE VALUES

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### PASSIONATE COMMITMENT TO CHRIST, HIS WORD, HIS WAYS AND HIS COMMUNITY

- Responding personally to Jesus Christ as Savior and Lord.
- Trusting the Holy Bible for daily guidance.
- Representing Christian character through Godly living, healthy relationships, and Christian ministry.
- Sharing our faith as followers of Christ.
- Integrating faith and learning throughout Ministry classes and activities.
- Demonstrating faith in action through ministry projects, and community service.

### SERVING FAMILIES

- Encouraging and equipping parents to be the spiritual leaders of their children.
- Recognizing parent responsibility for the training and education of their children.
- Discipling families to integrate Biblical Truth into their daily lives.
- Developing supportive relationships between parents, students and staff.

### EDUCATING CHILDREN

- Committed to educational excellence.
- Maximize every student's God-given potential.
- Grow the WHOLE child; spiritually, intellectually, physically, emotionally.
- Encourage critical thinking, problem solving, and effective communication.
- Study the Bible as a core subject in every grade level.
- Teach all educational coursework through a Biblical worldview.

## PHILOSOPHY OF EDUCATION

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A primary goal of Christian education is to apply the Lordship of Jesus Christ to all of life. "That in all things He might have the preeminence" (Col.1:18). Therefore the philosophy of Revival Christian Academy is to enable parents and children to view life from God's perspective because He is truth. We believe Biblical perspective is communicated through 1) His Creation, 2) His Son, Jesus Christ, and 3) His Holy Word, the Bible.

We believe the Bible is the inspired, infallible, and authoritative Word of God. Accordingly, we seek to ground everything we do on the Word of God. All members of the REVIVAL CHRISTIAN ACADEMY ministry team are personally committed to Jesus Christ and seek to integrate Biblical truth into each subject being taught.

We seek to serve families with a commitment to a Biblical Christian Worldview, sacrificial servanthood, prayer, and sharing educational guidance using the gifts, talents and experience that God has given us to help one another.

We believe that the success of our students is directly related to the involvement of their parents. It is the God given responsibility of the parents to teach and train their children. REVIVAL CHRISTIAN ACADEMY is an extension of the Homeschool family and is a ministry of Revival Christian Fellowship.

We also desire to foster a love for God and for learning. We are committed to leading children and their families to a restored relationship with God, to nurture students in Godly character and academic excellence to the best of each student's ability.

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## GENERAL INFORMATION

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### OFFICE HOURS

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REVIVAL CHRISTIAN ACADEMY PSP – Monday-Wednesday 8am-3p

Appointments can be made with Revival Christian Academy's Director of Operations by filling out a Contact Form found on our website [www.revivalchristianacademy.com](http://www.revivalchristianacademy.com) or emailing directly [mbecerra@revival.tv](mailto:mbecerra@revival.tv).

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## ADMISSIONS PROCEDURE

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**Revival Christian Academy desires to have families who are committed to spiritual growth.**

1. To be considered for PSP admission at least one parent must be a Christian, believing that Jesus Christ is Savior.
2. Apply at [www.revivalchristianacademy.com/enroll](http://www.revivalchristianacademy.com/enroll) for a parent portal into our school software.
3. Parent/s and children to be homeschooled must attend a family interview with the Director of Operations.
4. An application must be completed and turned in to the Director of Operations and Academic Administrator along with the following information: copy of official birth certificate, copy of immunization record and/or Personal Beliefs Exemption to Require Immunizations form and letter from parent/s, Oral Health Assessment (kindergarten) or waiver, and Kindergarten Health Exam or waiver.
5. Non-refundable enrollment fee must be paid in full upon acceptance.
6. Families must agree to all policies of Revival Christian Academy.
7. Families must be a member of HSLDA and provide proof of membership to the Revival Christian Academy office.

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## ELIGIBILITY OF PARENTS

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As we have already stated, we believe the Bible mandates that the primary responsibility of each student's education rests with the parents, and we view the school's role as one of partnership with the parents in this endeavor. In order to establish and maintain a successful partnership, it is essential that parents are in agreement with the philosophies and intentions of the school.

If, at any point during the school year, you as the parent find that you are in disagreement with the philosophy standards or administration of the school, by practicing the principles outlined in Matthew 18:15, you should make every effort to work with the administration for a solution. If a harmonious solution cannot be reached, the student/family may be asked to leave the school.

Further, it is essential that the parents are living a lifestyle in keeping with the Christian faith. We recognize that parents alone have the single greatest impact on their children's lives and must therefore manifest by precept and example, the highest Christian virtue serving as a role model to their children. This includes, but is not limited to, refraining from such activities as are in violation of scriptural principles of Godly living.

Further, the parents must acknowledge that the Scriptures admonish us to abstain from every appearance of evil (I Thess. 5:22), i.e. an unmarried couple living together; and that such conduct violates scriptural principles and would thereby either disqualify the student from enrollment in our school or be grounds for dismissal. Similarly, deviation from the scriptural standards mentioned above is grounds for either non-acceptance into the school and/or dismissal of a student currently enrolled.

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## STUDENT QUALIFICATIONS

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7th-12th grade students applying for admission to Revival Christian Academy must:

- Have accepted Jesus Christ as their personal Savior.
- Must demonstrate a willingness and desire to be enrolled in our school.
- Must regularly attend a Bible believing church.

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## CHURCH REQUIREMENTS

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To assist in the development of Christian character and a Christian lifestyle, we require that at least one custodial parent is born again and in attendance at a Christian church on a regular basis. Regular church attendance by parents and students goes hand-in-hand with church and school goals. The teaching of the Bible is approached with the emphasis on the inerrancy of the original Scriptures, the need for salvation through faith in Jesus Christ as personal Savior, and the ministry of the indwelling presence of the Holy Spirit that enables the Christian to live a godly life.

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## WITHDRAW PROCEDURES

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If you choose to withdraw from Revival Christian Academy, you will need to fill out a Withdraw form or send an email to [mbecerra@revival.tv](mailto:mbecerra@revival.tv) with the following information: child's name, date of birth, grade, and reason for withdrawal and name of new school. Refunds for tuition or Enrollment will not be given. Along with the withdraw letter please include a payment with all outstanding tuition or other monies owed to Revival Christian Academy.

When your letter is received, your tuition obligations will cease. If you withdraw after the day of our Teacher's meeting, you are responsible for tuition of that month. You will still be enrolled and responsible for tuition until a written notice is received, even if you have been inactive.

Transfer of cumulative records will be handled upon request by the new school.



## LIFE ALTERING CIRCUMSTANCES

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In the event of a life altering circumstance (ex. illness, death, etc.) the overseeing pastor of Revival Christian Academy reserves the right to make special arrangements with regards to finances, required attendance, due dates, etc. to accommodate the family or student affected by such a circumstance.

In each case the arrangement(s) made will be outlined in writing clearly stating the special arrangements that have been made and for the period of time those arrangements apply.

## REVIVAL CHRISTIAN ACADEMY SUPPORT GROUP

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### TUITION

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Every family enrolled in Revival Christian Academy's Support Group will be required to pay tuition. Payments can be made in full or paid monthly (see following guidelines). Tuition runs from September to June.

Tuition is based on the number of students enrolled in REVIVAL CHRISTIAN ACADEMY

- 1 student= \$40.00 per month
- 2 + students= \$50.00 per month

Support group payments can be made through your parent portal in our school software, or by cash or money order through our school office. We do not accept checks. **Tuition is due by the first of each month and will be considered late by the 5th of the month.** *A \$10.00 late fee will occur if tuition is late.*

*\*Please note that if your tuition is not current then your student will not be allowed to participate in any activities until tuition payments are current.*

### LATE FEES AND PENALTIES

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**A \$25.00 penalty fee per child, will be charged if:**

- Course of Study is turned in after September meeting.
- Report card is turned in after quarterly due date. (per student) unless extension filed two weeks prior to due date
- Progress report is turned in after quarterly due date. (per student) same as above
- If you are absent from more than 2 Teacher Meetings (paying the \$25. penalty fee is NOT an option in lieu of attending meetings, but we hope the fee is a simple deterrent from excessive absences)

**A \$10.00 late fee will occur if monthly tuition is not paid by the 5<sup>th</sup> of each month.**

**A Family's enrollment may be terminated if:**

- Tuition is two months overdue and school has not been contacted.
- If two or more Parent Meetings are missed.
- Family allows their HSLDA membership to expire.
- If reasonable academic achievements are not being met.

- If all communications by the RCA office have failed between the office and parents.
- Paperwork (grades, attendance, progress reports, etc.) are not turned in by the set due dates and no extension has been filed with the RCA office.

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## ACADEMIC SERVICES

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### WHAT YOU GET FOR YOUR MONEY:

#### **The role of the Support Group:**

Revival Christian Academy Support Group exists to provide accountability, encouragement, and guidance to parents on their homeschool journey. It is your responsibility to educate your children. The Support Group Academic Administrator will read Quarterly Progress Reports to verify that a reasonable course of study has been completed (approximately 80%).

#### **Cumulative Records:**

Your student's permanent cumulative records are maintained in the Revival Christian Academy office for the duration of your enrollment, located at 29220 Scott Road, Menifee, CA 92584. Revival Christian Academy's office will obtain your records from your previous school.

#### **Annual Achievement Testing:**

##### *Iowa E Test*

The Iowa E Test is required for 8th through 10<sup>th</sup> graders and is optional for younger students. There will be a \$40.00 fee per student to take the test. We highly recommend that you test 6<sup>th</sup>-10<sup>th</sup> grade so that if you need time to focus more energy on certain subjects before high school, you'll have the extra time.

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## PARENT SUPPORT

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#### **Parent Meetings** (Attendance Mandatory)

On the first Tuesday of every month, Revival Christian Academy holds a parent's meeting (childcare is provided with by way of registration for \$5.00 per child and is due upon registration). These meetings are subject to change due to holidays. These parent meetings are informative and provide education and training to help our parents fine-tune their teaching skills. This time will also provide mutual support and encouragement, necessary school business, and activity sign-ups. HSLDA recommends a minimum of four classes a year to inform and educate parents with current academic information. Our Support Group more than satisfies the HSLDA requirement per year.

Meetings start promptly at 7pm and will conclude at approximately 9pm. To be considered present, one parent must attend the full meeting. **Missing more than 2 meetings can result in dismissal from RCA.**

#### **Communication**

The main way our office communicates is via email, our website and by text. We respectfully ask that you be diligent about checking your emails and our website for new information, and to respond to us when needed.

#### **Used Curriculum Exchange**

We have been blessed with used curriculum that is available to our enrolled families, free of charge. Contact the RCA office for an appointment.

## PARENT RESPONSIBILITIES

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1. Revival Christian Academy is only providing services to assist parents in schooling their children, and therefore we cannot offer legal immunity.
2. Membership in the Home School Legal Defense Association (HSLDA) is mandatory and must stay current.
3. Parent Meeting attendance is mandatory: However you are allowed 2 absences each school year only.
4. Although the school keeps your child (ren's) records, we are in no way responsible for their education. You are, however, accountable to the Support Group for the completion of your child(ren's) academics.
5. Meet with the Academic Administrator on a monthly basis or as deemed necessary.
6. If you choose to attend a school sponsored event, parents must attend these activities with their children and are responsible for their safety and supervision. Jr. High and High School students can attend events with the permission of those leaders in charge of the event, without a parent present.
7. No student may skip a grade unless the benchmark testing scores validate such a decision along with Administration Approval. No grade can be skipped at the high school level as a certain amount of credits are needed to graduate.
8. Parent responsibilities are as follows:
  - Both parents must be in agreement with homeschooling.
  - Parents are to diligently and consistently teach their child(ren) and provide supervision during school hours. (Good Idea: Do not leave school-age children alone before 2:30pm or 3pm).
  - Parents will keep records and provide original reports to the school as required. The school will supply the record keeping forms.
  - Parents will provide and pay for their own curriculum.
  - If you are a parent of a senior, we reserve the right to withhold your child's diploma until all grades and paperwork are turned in, as well as all fees and tuition paid.
  - If you are a divorced parent, Revival Christian Academy will need a letter from the parent who does not live with the child, agreeing to their child being homeschooled. A parent who has sole and legal custody and can make all decisions regarding the child's education, then legal documentation to that affect must be provided to the REVIVAL CHRISTIAN ACADEMY office.
9. REVIVAL CHRISTIAN ACADEMY Support Group requires that at least one parent attends and participates in your small group, but we would prefer if both parents attend the meetings. If you are unable to make that commitment, this is not the program for you and it may be cause for dismissal from our program.
10. Legal Protection: HSLDA ([www.hslda.org](http://www.hslda.org)) has a team of lawyers who fight for the freedom to home educate our children the way we feel God has called us to do. All families who are enrolled in REVIVAL CHRISTIAN ACADEMY are **required** to obtain membership. Exceptions are those who have children below age 6 and/or who have reached 18. You must renew each year at your renewal date, or you will be dropped from enrollment.

## IN CASE OF CONTACT BY STATE OFFICIALS

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Many legal problems can be avoided by being accurately informed about state laws and by using tact and respect in dealing with school authorities. REVIVAL CHRISTIAN ACADEMY will verify your child's enrollment should state school officials desire that information, providing you are current in your Parent Responsibilities as outlined by REVIVAL CHRISTIAN ACADEMY. In preparation for a possible knock at the door by school authorities or other government officials, keep at least one extra copy of every document connected with administration of REVIVAL CHRISTIAN ACADEMY (i.e. attendance records, course of study, health dept. records, membership agreement). In addition, have the following telephone numbers in a convenient place: HSLDA and REVIVAL CHRISTIAN ACADEMY. Should you be contacted, follow these steps:

- Politely and confidently let them know that your children are enrolled at Revival Christian Academy and they can contact Revival Christian Academy for verification.
- Calmly and confidently tell them to submit their questions in writing.
- Speak to the individual politely from the front door; only allow them in if a search warrant is present.
- Call HSLDA and inform them you have been contacted.
- Call Revival Christian Academy.
- Document this contact and further contacts.

*\*This summary is not intended to nor does it constitute the giving of legal advice.*

## HOW TO GET STARTED

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### **Pray**

Jeremiah 29:12 says, *"Then you will call on me and come to pray to me, and I will listen to you."* Our Heavenly Father loves us and is deeply interested in what you'll be teaching your kids. Our high recommendation is that you have a time of prayer for your family and your homeschooling. Commit all decisions you are considering to the Lord and ask Him what He wants for your family by way of curriculum, etc.

### **Set Your Schedule**

The State of California requires that kids go to school 180 days per year. You must report a minimum of 175 days (allowing 5 for sickness, etc.). Get a calendar and mark an "S" on each day you plan on doing school. Be sure you allow time off for holiday's (Christmas, Easter, etc.), family vacations, etc.). Start earlier in August in order to be done later in May or earlier in June. You may do school any days of the week you desire. Perhaps dad works Tuesday-Saturday so you'd like to take your weekends on Sunday's and Monday's.

### **Download Forms**

There are many ways to get organized but this is what we recommend: From the school website download a set of forms (FORMS tab) for each child. Save them as, "Course of Study-Emily", "Course of Study-Tim", etc. Create a folder on your desk top for each child (Emily 2017 2018) and put the saved forms inside the folder. When you're ready, open the Course of Study for each child and fill it out completely, consulting the SAMPLE that is on our website. SAVE IT in the folder you just created for that child! Print a copy for the school and a copy to keep at home. So many times people don't print hard copies and their computer dies, right along with all their paperwork. We cannot stress enough how important your child's paperwork is to your homeschool journey. It is essentially proof that you are and have done school with your child. They are all legal documents that are admissible in a

court of law. Keep file folders on each of your children with all their grades. Keep in a secure place where you can easily grab in case of fire or destruction to your home. Keeping documents on a memory stick is also a good idea!

### **Your Desk**

It's essential to have a place in your home that you can put a desk or use a table as a desk. You should have an "IN" basket for each child to put their completely work for you to grade. A lamp, red pens, high lighter, slide grader [https://www.amazon.com/s/ref=nb\\_sb\\_noss\\_2?url=search-alias%3Daps&field-keywords=slide+grader](https://www.amazon.com/s/ref=nb_sb_noss_2?url=search-alias%3Daps&field-keywords=slide+grader), although there are websites that can help you figure grading, your Bible, school calendar, a binder that contains a copy of this Handbook, contact sheet with your small group leader's information, small group member's information, address of church along with email and phone number to the school. Also in a page protector put a copy of your hsllda membership card. There are many things you can add to this binder, but this is enough to get you started.

### **Curriculum**

Because we require you teach Christian curriculum from a Biblical world view, you may Google "Christian Homeschool Curriculum" and you'll see lots of resources at your finger tips. We recommend Cathy Duffy's book 100 Top Picks for Homeschool Curriculum as a guide. Once you've decided what you're buying, place your order. Once it arrives you will be able to fill out a Course of Study for each child and then make a list of supplies you'll need for each child as well. Let's answer the question, "What if this isn't the right curriculum for my child?!". There is a chance that it won't be. But what we can tell you is that seeking the Lord and knowing your child's learning style is. Your child is either a visual, auditory or kinesthetic learner <https://www.noodle.com/articles/how-to-identify-your-childs-learning-style> . It's ok to change curriculum part way through the year!

How to Figure 80%: take the curriculum you've chosen with the total number of lessons, multiply by 80% and that will give you the minimum required work to be done. You can divide by 4 for quarter or 2 for semester to give you your target number. Extensions to requirements can be granted with approval and must be filed and approved two weeks before paperwork due date.

### **Your Kid's Desks**

Each child should have a place of their own that is their place to do school work and keep their supplies on hand. Have your kids' help you gather supplies needed and put them in baskets. Walmart or Target are good places to buy school supplies! Each child should take responsibility for gathering what they need, with your help. Ideally a small bookcase should be provided for each child. If not a bookcase, then a shelf or area for them to keep all their books and binders nicely organized.

### **Family Meeting**

Homeschooling works only if both parents are completely on board. Colossians 3:18-19 tells us that the husband is the head of the family. We recommend that as a family you all sit down together so that dad can explain about your homeschool and what the rules are. Things to discuss are expectations for school work, when problems arise what to do, limits and boundaries within the home regarding getting school work done, etc. This should come down from the father and if there isn't a father present in the house, then the mother. Mom is usually the teacher so the role is a hefty one. All moms need support from the dads and the children need to know their boundaries in their homeschool. Address everything from recess and lunch time to all other expectations.

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## STATE OF CALIFORNIA REQUIREMENTS

## CALIFORNIA

<b>Compulsory Attendance Ages:</b>	“between the ages of 6 by September 1 and 18 years.” California Education Code §§ 48200, 48400, 48410, 48000, 48010.
<b>Required Days of Instruction:</b>	175 days, only for public schools.
<b>Required Subjects:</b>	Homeschools must be taught in English and “offer instruction in the several branches of study required to be taught in the public schools.” Cal. Educ. Code §§ 48222, 48224. Specifically, in grades 1-6, the following courses must be taught: English, math, social science, science, visual and performing arts, health, and physical education. Cal. Educ. Code § 51210.

**Homeschool Statute:** None.

**Alternative Statutes Allowing for Homeschools:** Homeschools have four options:

**Option 1.** An individual home school can qualify as a private school by filing an annual private school affidavit with the Superintendent of Public Instruction between October 1 and October 15 of each school year. Cal. Educ. Code §§ 33190, 48222.

- a. The instructor(s) must be “capable of teaching.” Cal. Educ. Code § 48222.
- b. Attendance “of the pupils shall be kept . . . in a register . . .” Cal. Educ. Code § 48222.

**Option 2.** A child can enroll in a private school satellite program (PSP) and be “homeschooled” through that private school. The PSP must comply with Cal. Educ. Code § 48222 (see Option 1 above) and may enroll anywhere from two to several hundred families. Many homeschool families have organized and/or enrolled in such private PSPs.

On August 8, 2008, the California Court of Appeals for the Second Appellate District ruled that “California statutes permit home schooling as a species of private school education.” *Jonathan L. v. Superior Court*, 81 Cal. Rptr. 3d 571, 576 (Cal. App. 2008). The California Court of Appeal defined homeschooling as “full-time education in the home by a parent or guardian who does not necessarily possess a teaching credential.” *Id.* The Court concluded that the legislative history in California, although somewhat complicated, confirmed the Legislature’s intent that homeschools operate as private schools in California. The Court found it significant that education enforcement officials (including the Governor of the State of California and the Superintendent of Public Instruction) at both the state and local levels agreed that homeschool parents could “qualify as a private school and teach their children in their own home.” *Id.* at 591. In reaching this conclusion, the Court held that the cases of *Turner* and *Shinn* that had been used against homeschoolers were no longer valid precedent and would, if followed, “undermine a practice that has been, if not actively encouraged, at least acknowledged and accepted by officials and the public for many years.” *Id.*

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**Option 3.** A child can be privately tutored by a state-certified private tutor and instructed "for at least three hours a day for 175 days each calendar year" between 8am and 4pm Cal. Educ. Code § 48224.

**Option 4.** A child can be enrolled in an independent study program at home using the public school curriculum. Under this option, the child is a public school student and has to abide by the rules and policy of the public school. Cal. Educ. Code 51745.

**Teacher Qualifications:** None, under Options 1 and 2. Certification is necessary only if the home school parent chooses to qualify as a private tutor under Option 3.

**Standardized Tests:** Not required by statute.

*Standardized Tests: Not required by statute, (however Revival Christian Academy requires testing for student's grades 8<sup>th</sup> through 10<sup>th</sup>, and highly recommends it for students grades 6<sup>th</sup>-10<sup>th</sup>. It is suggested that students who have learning disabilities should be tested by a professional every two years)*

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## COURSE OF STUDY FOR PUPILS ENROLLED IN PRIVATE SCHOOLS

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**Private Schools do not have to follow public school guidelines. We have listed them as a guide. Revival Christian Academy requires all major subjects listed below. California Department of Education- adopted in 1997\* Common Core Standards have been adopted. California Department of Education has listed the core standards on their website.**

Private schools are required to "offer instruction in the several branches of study required to be taught in the public schools of the state." (Educ. Code, section 48222) Courses required to be taught in grades one through twelve in public schools are as follows:

***"School is mandatory for six year old students, parents and guardians of six year old students must enroll their children in school*** (Education Code [EC] Section 48200)"

**AREAS OF STUDY: GRADES (Kindergarten) 1-6 (Inclusive)** (Education Code, Section 51210)

- English, including knowledge of, and appreciation for literature and the language, and the skills of speaking, reading, listening, spelling, handwriting, and composition.
- Mathematics, including concepts, operational skills and problem solving.
- Social Sciences, (this course MUST be taught with Christian curriculum) drawing upon the disciplines of economics, geography, history, political science, psychology and sociology, designed to fit the maturity of the pupils. Instruction shall provide a foundation of understanding the history, resources, development and government of California and the United States of America; the development of the American economic system including the role of the entrepreneur and labor; man's relations to his human and natural environment; eastern and western cultures, contemporary issues, and the wise use of natural resources.
- Science, (this course MUST be taught with Christian curriculum) including the biological and physical aspects, with emphasis on the processes of experimental inquiry and on man's place in the ecological systems.

- Fine (visual) arts, including instruction in the subjects of art and music, aimed at the development of appreciation and the skills of creative expression.
- Health, including instruction in the principle and practices of individual, family, and community health.
- Physical education, with emphasis upon the physical activities for the pupils that may be conducive to health and vigor of body, for a total time of 200 minutes each 10 school days (20 min. a day) to exclude lunch and recesses.

**AREAS OF STUDY: Grades 7-12 (Inclusive) (Education Code, Section 51220)**

- English, including knowledge of and appreciation for literature, language and composition, and the skills of reading, listening and speaking.
- Social Science, (MUST be taught from Christian curriculum) drawing upon the disciplines of anthropology, history, political science, geography, economics, psychology, and sociology, designed to fit the maturity of the pupils. Instruction shall provide a foundation for the understanding of history, resources, development, and government of California and the United States of America; instruction in our American legal system, the operation of the juvenile and adult criminal justice systems, the rights and the duties of citizens under the criminal and civil law and the State and Federal Constitutions; the development of the American economic system including the role of the entrepreneur and labor; man's relationship to his human and natural environment; eastern and western cultures and civilizations; human rights issues with attention paid to the inhumanity of genocide; and contemporary issues.
- Foreign Language(s) beginning no later than grade 9, designed to develop a facility for understanding, speaking, writing and reading the particular language.
- Physical Education, physical activities that may be conducive to health and vigor of body, for a total time of 400 minutes per each 2 week period or 40-45 minutes daily.
- Science, (MUST be taught from Christian curriculum) including the physical and biological aspects, with emphasis on basic concepts, theories and processes of scientific investigations and on man's place in an interdependence of the sciences and labs.
- Mathematics, including instruction designed to develop mathematical understanding, operational skills, and insight into problem-solving procedures.
- Fine or visual arts, including art, music or drama, with emphasis upon development of aesthetic appreciation and the skills of creative expression.
- Applied arts, including instruction in the areas of consumer and homemaking education, industrial arts, general business education, or general agriculture.
- Vocational-technical education designed and conducted for the purpose of preparing youth for gainful employment in such occupations and in such numbers as appropriate to the manpower needs of the state and the community served and relevant to the career desires and needs of the students.
- Automobile driver education, as follows: (this course is not required, but suggested).
- Automobile driver ed., designed knowledge of the provisions of the Vehicle Code and other laws of this state relating to the operation of motor vehicles. A course in automobile driver education shall include in the safe operation of motorcycles. **No credit will be issued for driver's education for students whose birthdays are from 1998 and later.**



## BIBLICAL REQUIREMENTS

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Without question this is the most important aspect of your schooling at home. Your “Bible Requirement” should include scripture study, lessons, and life application. Don’t just rely on workbooks or “study guides” for this important aspect of your school, but these in conjunction the Bible, ministry projects, retreats, conferences, etc. Make the most of this tremendous opportunity to build into the life of your children Biblical principles which will guide them throughout life.

## ACTIVITIES

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### Field Trips

**In order to participate in any of events for K-12 grades through Revival Christian Academy, tuition must be current.**

Field trips can be fun and educational too! It is our desire to plan and promote field trips that will enhance your homeschooling efforts. Field trips are for families enrolled in the PSP only. Most field trips are open to the immediate family.

You can give ideas to the Field Trip Coordinator if you know of a place that would be fun for our school. You may also assist in ideas with your Small Group Leader.

Revival Christian Academy administration, Field Trip Coordinator or your Small Group Leader, will act as behavior monitors at school functions. They have the responsibility and authority to request better conduct from misbehaving children. Please cooperate with them.

Please remember that while on field trips you represent the Lord Jesus Christ and Revival Christian Academy. Please dress modestly for all functions and be careful of all speech. (See more of what is required under conduct.)

### Field Trip Policies

- **Tuition and enrollment** must be current before signing up for field trips. If a balance is being carried on an account and a field trip is signed up for, that money will be applied to the balance.
- **Be on time.** Out of consideration for others, please be on time. There will not be a grace period. If you are late and the group has gone in, go to guest relations for further assistance.
- **Check In.** When you arrive at the designated area, please check in with the Field Trip Coordinator.
- **Cancel if you cannot go.** If you have signed up for a field trip and you cannot make it, please call us immediately. If it is the morning of, try to call someone you know that is going so they can relay to the field trip coordinator that you will not be attending. **All cancellations must be due to health or family emergencies only.**
- **No Refunds.** We do not give refunds on field trips or activities.
- **Adults and Children.** We request that at least one parent attend with their children. It is your responsibility to give a medical release form to another adult if you cannot attend when your children do. All high school students must have one on file with the Field Trip Coordinator. Failure to do so could result in endangering the life of your child. This policy is mandatory and adults with children who are not their own who do not have these forms will **not** be allowed to participate in the activities. Only Revival Christian Academy families will be allowed on field trips; grandparents are also welcomed. Space is usually limited and we want to be sure that all of our families, who want to go, can.

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## ACADEMY DAYS CO-OP

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A homeschool co-op is a group of families who meet together and work cooperatively to achieve common goals. Our co-op is organized around a unit study of Laura Ingalls Wilder (Little House on the Prairie) for the 2018/2019 school year and is designed to enrich a family's school year. We meet twice a month September through May for various classes, activities, and art projects. We focus on working together to achieve goals by being team players in order to enrich our kids' education. *These enrichment classes are open to all of RCA's enrolled families only.* We conclude our mornings with a picnic lunch, playtime and fellowship.

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### ATTENDANCE AND GRADING SCHEDULE (GRADES K-8)

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#### Report Cards

<u>Quarter</u>	<u>Due</u>
Qtr. 1	December Parent Meeting
Qtr. 2	February Parent Meeting
Qtr. 3	April Parent Meeting
Qtr. 4	Last Thursday in June

**Quarter:** There are 45 days of school to a quarter in each grading period. There are 4 quarters to a school year, totaling 180 days of school. You are allowed 5 sick days per year. **There must be a minimum of 175 instruction days.**

**Due Dates:** There will be a \$25.00 late fee per child, for any paperwork that is not turned in on time. Paperwork must be turned in at the Parent Meeting they are due on or before then, or they will be late. **If you need an extension, you must fill out the appropriate form and have it approved by the Director of Operations. Application must be received at least two weeks before due date of paperwork.**

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### REQUIRED RECORD KEEPING INSTRUCTIONS

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#### Grades K-8

The school provides all necessary forms for enrolled families on our website. **All** paperwork for K-8<sup>th</sup> grade students must be **typed**. Please read carefully and be sure you understand how to keep your students' records.

##### 1. Course of Study:

We are required by law to keep a course of study for every student enrolled. On this form you must list the grade level, name of book, the author, and publisher of each subject you are teaching. If you are not using published curriculum for a subject, then list "parent planned" and give a fuller explanation on the back of the form. List grade, age, and name of your child. This is due at the September meeting.

##### 2. Attendance Record (one per student)

We are required by law to keep an account of each student's attendance. Please use the Attendance Record form for each of your students enrolled in Revival Christian Academy. We do not have a minimum number

of minutes per day required to determine a school day. There has to be a total of 45 scheduled days per quarter. Field trip days are counted as school days. This form is due at the end of the year with all final paperwork in ink, one color.

### 3. Quarterly Progress Reports:

At the end of the quarter, look back over your objectives, and evaluate the progress made toward meeting your goals. List what you have covered for that quarter. Items to include: chapters, page numbers, projects etc.

*\*High school has a separate form to fill out.*

4. HSLDA recommends you keep samples of every subject for every month to show progress from the start of your school year through completion of the year. Remember these samples must be dated. It is recommended that you keep 2 years prior records plus the year you are currently in. (It is REVIVAL CHRISTIAN ACADEMY's recommendation that you keep all 4 years of high school records).

### 5. Student Education Plans (SEP):

The law requires in public school any student who is 2 or more grade levels behind in any subject, primarily Reading, English and Math, to be on an IEP, an Individualized Education Plan. This would also include any special needs children, Downs Syndrome Autistic, etc. Private schools do not require this documentation, however we strongly suggest you consider an SEP and testing in this area. Please contact the Academic Administrator for all necessary information and documentation. REVIVAL CHRISTIAN ACADEMY offers SEP services for those students who require academic assistance.

All these forms will be kept in your cumulative files.

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## ATTENDANCE AND GRADING SCHEDULE (HIGH SCHOOL)

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### ATTENDANCE AND GRADING SCHEDULE

#### Report Cards

<u>Semester</u>	<u>Due</u>
Semester 1	February Parent Meeting
Semester 2	last Thursday in June

**Semester:** There are 90 days of school in each grading period. There are 2 semesters to a school year, totaling 180 days of school. Students are allowed 5 sick days per year. **There must be a minimum of 175 instruction days.**

**Due Dates:** **There will be a \$25.00 late fee, per child, for all reports that are not turned in on time.** The reports must be turned in at the meeting they are due or before then, or they will be late.

#### Attendance:

- **1<sup>st</sup> Quarter** **Due December Parent meeting**
- **2<sup>nd</sup> Quarter** **Due February Parent meeting**
- **3<sup>rd</sup> Quarter** **Due April Parent Meeting**

*Students enrolled in Revival Christian Academy's PSP cannot take more than 80 credits per year, unless special arrangements/approval is made with the Academic Administrator ahead of time. No classes will be given credit beyond the 80 credits if approval is not granted before the school year begins.*

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## REQUIRED RECORD KEEPING INSTRUCTIONS (HIGH SCHOOL)

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The school provides all necessary forms for enrolled families on our website. No handwritten documents will be accepted at the high school level, EXCEPT community service hour sheets. Please read carefully and be sure you understand how to keep your student's records. Please ask your Small Group Leader to explain any areas that are unclear to you. REVIVAL CHRISTIAN ACADEMY requires **260** credits for graduation. **All high school students must meet yearly with the Academic Administrator to review and update their child's four year plan.**

### 1. Course of Study

We are required by law to keep a course of study for every student enrolled. On this form you must list the grade level, name of book, the publisher of each subject you are teaching and ISBN numbers. If you are not using published curriculum for a subject, then list "parent planned" and give a complete explanation on the back of the form. List grade, age and name of your child. (See sample). ***This is due at the September meeting.***

All High School courses that don't use a standard high school level curriculum must provide a complete course description to the Director for approval at least three weeks in advance of the start of that year. (or semester)

### 2. Attendance Record (one per student)

We are required by law to keep an account of each student's attendance. Please use the Attendance Record form for each of your students enrolled in Revival Christian Academy's PSP. There should be a total of 90 scheduled days per semester. Field trip days are counted as school days. This form is due at the end of the year with all final paperwork. Attendance records are to be turned in quarterly at teacher meetings.

### 3. Course Hour Documentation Sheet

When filling out the Course Hour Documentation Sheet we need to establish some guideline. This form is to document courses that are parent-planned and do not follow the sequence of a textbook. It is the responsibility of the teacher (you) to prove how much time has been put into the parent-planned subject. For a semester course your student is required to do a minimum of 75 hours. For a year long course your student is required to do a minimum of 150 hours. Each semester will have its own course hour sheets. ***These are due at the semester paperwork due dates of February and June.***

### 4. Community Service Hours

This requirement is for high school only and pertains to those who graduate with a diploma from REVIVAL CHRISTIAN ACADEMY. These hours are any time spent by your high school student in a volunteer capacity that helps our community (ex: church volunteering, PSP outreaches, hospitals) ***Due at the end of each year.***

### 5. Course Descriptions

We require that you turn in course descriptions for each student enrolled. On this form you must put down how many credits each class is worth, the course length, the start and end dates, and the course title. You must give in great detail, the type of course your student will be taking (most of this information can be found in the Scope and Sequence part of your students books). You must then state the name of the book, the author, and

the year it was published, the publisher of the book and if it is a first edition, second edition or so forth. ***These are due at the September meeting.***

## 6. Report Cards

A report card for each student enrolled must be kept on file. On this form you must have the students' name, the school year & the age of your student. For each subject you must list what subject they are taking (for example: Bible would be listed as Bible 9 if they are in the 9<sup>th</sup> grade, Math would be listed as Algebra I, etc.). You must also determine the students' grade point average (GPA), how many credits he/she received per semester, days present, and comments. Second semester should have both semesters info on it. ***Due February and June***

## 7. Verification Grade Sheet:

You as the parent will decide how you will grade your student, but at the high school level some type of assessment for mastery should be included in your grading eg. Include quizzes, tests, final essay or research paper. You will decide what percentages and what methods you used to grade your student. (Suggestions include: tests, quizzes, daily homework, papers, and projects). For Bible you do not have to test, but you will then determine your criteria for grade, e.g., daily reading, journaling, application and character. These are due at the end of each semester along with your report cards. If you are taking an outside class through Biola, College, or anywhere else, you must turn in a copy of their verification form to document work completed and verify grade. Whatever grade is provided by the outside entity will stand as the students as the grade. Certain computer programs like S.O.S. have grade documentation that you will need to print out and ***turn in at the end of each semester February and June.***

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## INSTRUCTION FOR FILLING OUT REQUIRED FORMS (HIGH SCHOOL)

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### Course of Study/Course Description

When filling out course of study, please follow the example on the sample pages, at the New Family Meeting. The most important consideration when filling these out is to include everything. Please make sure you indicate all courses taken. If your course has a textbook you will indicate this under Book and Publisher, remembering to fill out the title, publisher, author, edition, and ISBN #. These four things are required. If you use a variety of books, you may indicate these books on the course description or attach a separate book list with the course of study. Under the Grade Level title, put what the publisher of the curriculum recommends as grade level. If the curriculum is adult level, indicate adult for the grade level. The line under the Subject is for the name of the course, which is very important for us when filling in a transcript for your student. At the high school level, all courses should have a name, even if it is the title of box- ie PE- state PE 9. Examples of naming a class are as follows:

**BIBLE** – Bible 9 (or other grade), do not name it after the curriculum without permission. Theology1, etc.

**ENGLISH** – English 9 (or other grade), Beginning Comp., American Lit, British Lit. etc. Remember English is composed of grammar/composition, vocabulary/spelling (optional), and literature.

**MATH** – at the high school level all math classes will be named something other than “math”. If you are doing a consumer math, then that is the title. In some circumstances the name may be the curriculum name. Some names are Algebra I, Algebra II, and Geometry.

*\*If you need help with the titling of classes, please contact your group leader or the Academic Administrator.*

### Course Description

For each course listed on the course of study, please fill out an accompanying course description sheet. On this form you will fill out the top portion according to the self-explanatory blanks. The first part of the form is for Course Description. Most of the descriptions are taken directly from the course description provided by the publishers of the material used. The second part of the form is for course requirements. This is where you will list what you are expecting your student to accomplish for the course and how student will be graded. The box titled Curriculum should contain any and all books used for that course. If you have a large book list, you may attach the list to this sheet. On this form you will also list your grading scale (ex. 40% tests, 30% projects) this will match the verification forms.

## Report Cards

To meet the requirements of Revival Christian Academy, students in grades ninth through twelfth will need to be evaluated more rigorously than in junior high. The report cards change to a semester grading schedule, and credits and grade point averages are determined. For explanation on grading daily work and evaluating a student's coursework (such as writing), you should use other parent/teacher resources to help you. A very short list is as follows:

Christian Home Educator's Curriculum Manual, Junior/Senior High by Cathy Duffy

The Guidance Manual for the Christian Home School by David and Laurie Callihan

The High School Handbook by Mary Schofield

The Ultimate Guide to Homeschooling by Debra Bell

In filling out the semester report card, just fill in a letter grade reflecting coursework done over the first 18 weeks (or 90 days) of your school year. Remember to put the name of the course on the line under **Course Title**, please use the course name you used on the course of study. For example:

If the course is World History, then the name World History belongs on the line next to Social Studies/History. If it is Algebra I, then next to math type Algebra I etc. If you fail to name the class, it will delay the Academic Administrator in giving your student the proper credit for a class taken. **Please do not forget the name.** Electives may be added at the bottom in the blank spaces. Don't assume the RCA office will know what to put even on electives that state the name, add the name to ALL boxes your student is taking.

For second semester, evaluate the second 18 weeks (or remaining 90 days) and fill in grade on report card. Please indicate name of course again for the second semester. If a course changes names for the second semester, indicate the new name.

## Determining Grade Point Average

At the bottom of the first semester and second semester entries is a line for GPA. This line will show the grade point average for that semester only.

### To determine the GPA please follow these instructions:

Assign each grade a point value. GRADE A = 4 points, GRADE B = 3 points, GRADE C = 2 points, GRADE D = 1 point, GRADE F = 0 points.

Classes taken at the college level of title numbers of 100 or greater will receive honors credit if the student receives a B or better.

P.E. is not to be included in GPA.

Using the point values of each grade, add up the points (F grades also)

Then divide by the number of grades, (F grades also).

Example: 4 A's = 16 points + 2 B's = 6 points = 22 points total. Divide by 6 = 3.57. Always indicate the third number (the hundredths place).

Honors courses must be determined by an outside entity, example by publisher, program etc... A's and B's will be given honors GPA credit. A-5, B-4, C- is the same as regular classes.

## **DETERMING CREDITS**

Each semester's course will be given credit. If the course is a year long course, the first 18 weeks of the course will be awarded **5 credits**, and the second 18 weeks will be awarded **5 credits**, with a total of **10 credits**. Semester courses are only awarded **5 credits**.

Then credits are added up for all courses for a grand total on the line next to GPA.

## **Course Requirements:**

At the end of the school year (36 weeks) a curriculum must be covered 80% - 100% to be considered finished.

If a course is a one semester course only, then 80%-100% of curriculum must be finished by the end of **that** semester (first or second) to earn 5 credits.

Courses that count hours are given credit as follows; Minimum of 75 hours = 5 credits Minimum of 150 hours = 10 credits.

## **Course Hour Documentation**

Some subjects would require that the hours be documented as follows:

- **Physical Education** – this subject rarely follows a textbook, so hours of sport or workout time are recorded. Minutes required: for 1 semester of PE, 2.5 hours per week for 36 weeks=5 credits or 4.25 hours per week for 36 weeks=10 credits.
- **Home Economics** – this subject sometimes incorporates many different types of learning activities, therefore, hours spent will need to be documented, unless an actual home education textbook or other core curriculum is followed.
- **Typing/Computer** – this subject now takes place mainly on a computer using different types of software. This course requires a course hour documentation form to be filled out.
- **Electives** – all other electives if it is not using a standard curriculum will need to have hours documented for proof of finishing subject matter. These are taken on an individual basis.
- **Music** – music courses often are hands-on learning, and so hours of lessons and practice need to be counted. Also, any concerts attended or performed will be included into the completion of the class.

Honors courses must be determined by an outside entity, example by publisher, program etc... A's and B's will be given honors GPA credit. A-5, B-4, C- is the same as regular classes.

- **Unit Study type courses** – those courses where you are following a unit study book or course will need some of its subject matter documented as hours. These types of courses will need to be approved by the director to evaluate the required documentation of hours prior to the beginning of the new school year.

The actual documenting of these hours is key. Our suggestion is that you use the sheets as a monthly or weekly schedule. For each month consolidate all time spent on the course. For example:

Piano lesson 1 hour per week, piano practice 3 hours per week, 4 hours x 4 weeks = 16 hours a month. On the hourly sheet, one month's time is documented as; **Month/Date:** September **Hours:** 16 **Activity:** piano lesson and practice. The **subject** at the top of the page should indicate Music. On this sheet then, document anything to do with your music course. If hours and activities are the same each month, 10 months can fit on one sheet. Please remember that the NAME of the course will be indicated as the subject. You may teach cooking, cleaning, home repair, sewing, etc. but the NAME of the course is Home Economics.

## **COURSE CRITERIA**

High School students at Revival Christian Academy may use most curriculums available. However, here are some guidelines to use when considering buying any program.

- The curriculum must present a Christian World View.
- Science curriculum will present a biblically based creation theory.
- History courses should include Bible History and Church History.
- Bible will be taught as a subject, not as a devotional.

Correspondence, Video School, Satellite courses and any Tutorial Course must have a Christian World View. Courses can be taken at a local community college but need to be assessed individually for content.

Course credit will be determined by the Revival Christian Academy office, not necessarily the publisher of curriculum.

Any course that is questionable in content and/or length will need to be approved by the Academic Administrator. Unit studies: Core classes must have Academic Administrator approval.

Any course that is questionable in content, and/or length, that is completed without approval will not be accepted. If it is a core class it will have to be repeated with an accepted curriculum.

Students can only take a maximum of 8 classes (80) credits per year. During the summer, students may take no more than 1 core class and 1 elective, or 2 electives. Students who wish to graduate early must make that decision in 9<sup>th</sup> grade and have prior approval and a master plan worked out with the Director upon entering 9<sup>th</sup> grade.

Students may take CLEP exams ([www.collegeboard.org](http://www.collegeboard.org)) for high school credit. The score/grade must be submitted for credit.

## **ACADEMIC CHECK-INS**

Families enrolled in Revival Christian Academy are subject to annual academic reviews. The purpose of an academic review is to hold parents accountable for what the State of California says should be taught as well as what is stated under **Course Requirements, Course Criteria**, as well as **Required Record Keeping Instructions** of this Handbook. We feel strongly that it is our due diligence as a school as well as our accountability to the Lord, to review each child's Course of Study, Progress Reports and Report Cards that are submitted to our office by the parent and to hold parents accountable for the quantity of teaching of that curriculum. If discrepancies are noted on any of the above paperwork then we will inquire for more detail. Having said that, parents have the complete freedom to choose which Christian curriculum to teach, to lay out how subjects will be taught, a child's daily school schedule, and the quantity of school done each week, providing a balanced schedule with the minimal goal of completing the minimum required amount of work each year is accomplished. Academic Reviews are done on an as-needed basis as determined by our office. Newly enrolled families will be met with at least once a semester. Our goal is that the Academic Review would be a blessed time of assistance and encouragement for RCA families.



## COURSE REQUIREMENTS

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It is **highly recommended** that your child take the CHSPE (California High School Proficiency Exam) prior to graduation. Reason: new changes for college acceptance have made it more difficult for privately home schooled students.

For those students taking SAT1 college exams, you will be asked for a school number. Please contact the Academic Administrator prior to your test date to receive this number.

By the end of your child's sophomore year you should have at least 3 colleges that you are considering for enrollment. It is your responsibility to know what courses are required to enter their school. This may change your course of study.

Transcripts will be provided for you. All requests must be in written format at least 7 -10 business days ahead of date needed (written format is required via email to the Academic Administrator at the following email address: [rshoemaker@revival.tv](mailto:rshoemaker@revival.tv)).

### **Promoting or "Skipping"**

Revival Christian Academy policy on promoting or "skipping" your student to a higher grade level is as follows:

There is no skipping of grades once a student reaches ninth grade. A seventh or eighth grader whose parents believe he/she should skip to high school will be evaluated to determine grade-level efficiency. Current benchmark testing will be a considering factor as well. Also, the student will need permission from the Academic Administrator to enter the high school program.

### **Community Service Hours**

*50 hours total are required for graduation from Revival Christian Academy*

Service Hours **CANNOT** be counted in this category for the following reasons:

- If monies are received.
- Adult person in charge of student does not sign-off community service log.

Service hours **CAN** be counted for the following reasons:

- If work is done for the community or a church.

### **Community Service Possibilities**

- Hospitals volunteer service.
- Coaching city athletic teams
- Helping with AWANA or other related church program
- Teaching Sunday School
- Volunteer help with any city program
- Harvest Festival
- Volunteer work at a camp
- Convalescent Hospital service
- Animal Shelter volunteer work
- Helping to clean the church

- City graffiti removal
- Volunteer work at a city library
- Any volunteer work with your church
- Boys and Girls Club
- Reaching out to widow or widowers (lawn work, house cleaning, etc.)
- Service Day work during any church activities
- Outreaches
- Wycliff Bible Translators

The requirement for graduation is 50 hours for the 4 years you are enrolled at REVIVAL CHRISTIAN ACADEMY in grades 9-12. You MUST log the type of work you performed, number of hours, and have a supervisor's signature. The Community Service Form may be photocopied. If you have any questions as to the validity of the community service and whether or not the hours/type of work will be accepted, please call the school office.

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## DRESS CODE

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### Purpose and General Guidelines

As Christians, it is our desire for students to please the Lord and be a good witness to others in both appearance and behavior. We believe there is a definite relationship between good dress habits, good work habits and proper school behavior. We require students to dress modestly without drawing undue attention to themselves. Students should avoid extreme or questionable fads and fashions. We believe that proper student dress in association with continual effort for good attitude and behavior are important elements of our wholesome Christian learning environment. We reserve the right to determine that which "attracts undue or excessive attention to the wearer . . ." and is therefore, unacceptable.

Revival Christian Academy does not agree with the standards set by clothing companies such as Abercrombie & Fitch, Skin, Dirty Ghetto, etc., and, therefore, do not permit our students to wear clothing advertising these companies.

### All Students

Picture or slogan shirts, blouses, etc., which show or speak of activities not in line with Christian principles are not permitted. **The dress code applies to all student activities** (i.e. field trips, class parties, sporting events, school plays, graduation, banquets, etc.) on campus.

No articles of clothing, jewelry, or accessories related to a secular group or gang will be permitted on campus or at any school activity.

All clothing must fit properly. They should not be too tight or too baggy.

**Special Note to Parents** - Please read the dress code carefully; encouraging and guiding your child to wear acceptable dress at school functions. We appreciate your cooperation in this area. *Parents of students in violation of the code will be notified and requested to bring appropriate attire on the day of the violation if there is not some other acceptable clothing to be worn.*

### Girls

- Girls should be neatly dressed at school.
- Tight-fitting clothing is not acceptable.

- Short tops, which expose any part of the midriff skin, are not permitted. This includes when arms are lifted straight out, to shoulder height (a “T” formation).
- No undergarments are permitted to show through the outerwear
- Halter, off-the-shoulder, strapless, spaghetti straps and backless tops or dresses are not permitted.
- Tops or dresses with straps less than two inches wide will need a shirt underneath or jacket or sweater (not sheer) worn at all times over them as part of the outfit.
- The bodices of dresses, blouses and tops must be worn in a modest fashion. Cleavage cannot show when sitting down or bending over. Administration reserves the right to determine if the bodices of dresses, blouses and tops are modest.
- Clothing that displays words with suggestive double-meanings are not allowed.
- All pants must be worn at the waist. Blouses and tops must overlap the waistband of pants and skirts enough to allow for no midriff to show.
- Pants, skirts, or shorts with writing across the back pockets or “seat” are not allowed.
- Leggings are acceptable only when the top that is worn covers the bottom.
- Tight-fitting shorts are not acceptable. Shorts must be the length of the tip of the middle finger while being held down along the sides of leg while standing.
- Shoes must be worn at all times. Students may wear open-toe sandals, but will not be allowed to play in certain areas of the playground (such as the woodchip area) for safety reasons.
- Flip-flops are not permitted on the playground.
- Wheelie shoes, slippers and spiked heels are not permitted.
- Girls should wear their hairstyle in a clean, neat and attractive manner. Avoid extreme or questionable hairstyles; gothic, Mohawk, etc. Hair should be a natural color.
- Excessive make-up is NOT allowed.
- Body piercing is only allowed on the ears.
- Jewelry can be worn in moderation.
- No choke chains, wallet chains, dog collars. No stud or spikes may be worn on belts or accessories.
- Hats are permitted, but may not be worn backwards or sideways. Girls can wear their hat indoors if it is part of their outfit. Not during class time.
- No gothic or grunge clothing.
- Girls may only wear one-piece bathing suits at events/activities that require “beach wear.”

## **Boys**

- Boys should be neatly dressed at school.
- Boys must wear jeans, pants, or shorts of appropriate size, not too baggy or too tight.
- All pants must be worn at the waistline. No part of the undergarment should be visible – “no sagging.”
- Clothing that displays words with suggestive double-meanings are not allowed.
- Tank tops and sleeveless shirts are not permitted.
- Shoes or sandals with heel straps must be worn at all times. Students may wear open-toe sandals, but will not be allowed to play in certain areas of the playground for safety reasons.
- Flip-flops are not permitted on the playground.
- Wheelie shoes must have the wheels removed while on school grounds.
- Any type of body piercing is not permitted.
- No choke chains, wallet chains, dog collars. No studs or spikes may be worn on belts or accessories.
- Hair should be a natural color (not in the eyes, etc.) Avoid extreme or questionable hairstyles.
- Hats are permitted, but may not be worn backwards, sideways, or indoors. Bandanas are not allowed not in class.
- Safety pins should not be used as decorations or used in excess on clothing.
- Boys may not wear nail polish.
- No gothic or grunge clothing.

This dress code is not all-inclusive. Any situation not specifically covered herein will be resolved by the administration in accordance with the general intent and purpose of the code. With changing styles, the administration reserves the right to add inappropriate clothing or fads to this list at anytime.

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## PUBLIC DISPLAYS OF AFFECTION

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In order to maintain an atmosphere of learning, mutual respect, and safety students will abide by the following code on public displays of affection.

The following activities specifically will not be allowed:

- No kissing
- No pelvic contact allowed, including, but not limited to, full body hugs and sitting on laps, etc.
- No touching of a sexual nature.

Supportive or congratulatory hugs will be allowed if there is mutual agreement between the parties involved.

Consequences: Offenses will be brought to the attention of people involved. Severe or repeated offenses will warrant a meeting with students, parents, a pastor and administration, where appropriate consequences will be decided.

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