

CUMBERLAND CHRISTIAN ACADEMY

Administrative Office

2356 Clay Road SW, Austell, Georgia 30106

770-819-6443

fax 678-945-0224

www.cumberlandchristian.org

Email address: office@cumberlandchristian.org

Kindergarten & Elementary Campus

2356 Clay Road SW, Austell, Georgia 30106

770-819-6437

Middle School Campus

located at Westside Baptist Church

4900 Floyd Road SE, Mableton, Georgia 30126

770-819-9942

fax 770-819-9091

High School Campus

located at Trinity Fellowship

2115 Pair Road SW, Marietta, Georgia 30008

770-423-0404

fax 770-423-0366

Larry F. Kendrick, Headmaster

Mark Ohliger, Assistant Administrator

Boyd F. Wages, Board Chairman

TABLE OF CONTENTS - Student Policies

Board Members	5
School Calendar	6
Philosophy	7
Mission	7
Goals	7
Statement of Faith	8
4.0 General Requirements	9
4.0.1 Admissions	9
4.0.2 Unity	9
4.0.3 Parental Involvement	10
4.0.4 Admission Procedures	10
4.0.5 Re-admission Procedures	11
4.0.6 Christian Arbitration Policy	11
4.1 Financial Information	11
4.1.1 Tuition	11
4.1.2 Tuition Payment Policies	11
4.1.3 Registration	12
4.1.4 Other Fees and/or Optional Costs	12
4.1.5 Fundraising	12
4.1.6 Early Withdrawal Policy	13
4.1.7 Transcripts	13
4.2 Attendance	13
4.2.1 School Term	13
4.2.2 Absence	13
4.2.3 Make-Up Work	13
4.2.4 Arrival	14
4.2.5 Late Arrival	14
4.2.6 Departure	14
4.2.7 Early Departure	15
4.3 Academic Procedures	15
4.3.1 Curriculum	15
4.3.2 Extracurricular Activities	15
4.3.3 Grading Scale	15
4.3.4 Grading Weights	15
4.3.5 High School	15
4.3.6 Homework	17
4.3.7 Incompletes	17
4.3.8 Progress Reports	17
4.3.9 Pass/Fail Policy	17
4.3.10 Academic Probation	17
4.3.11 Report Cards	17
4.3.12 Social Promotion/Retention	18
4.3.13 Testing	18

4.4	Classroom	18
4.4.1	Chapel Standards	18
4.4.2	Discipline	18
4.4.3	Field Trips/Student Travel Policy	20
4.4.4	Holiday Observances	20
4.4.5	Lockers	21
4.4.6	Lunchroom Standards	21
4.4.7	Media/Music/Entertainment	21
4.4.8	Sickness/Medicine	21
4.4.9	Student Drivers	21
4.4.10	Social Events	22
4.4.11	Senior Trips, Senior Day, Etc.	22
4.4.12	Visitors/Loitering	22
4.5	Student Conduct	22
4.5.1	General Standards	22
4.6	Student Uniform Policy	24
4.6.1	General Dress Code Policies	24
4.6.2	Attire for School Functions	25
4.6.3	Casual Day	25
4.6.4	Uniform Policy High School	26
	Uniform Policy Middle School	27
	Uniform Policy Elementary School	28
	Uniform Policy Kindergarten	29
	Uniform Sources	30

CUMBERLAND CHRISTIAN ACADEMY BOARD MEMBERS

Larry Kendrick
Headmaster

Boyd Wages
Board Chairman

John Cheeks

Rev. Marvin Frady

Rev. Richard Hemphill

Wendell Lusk

Steve Mason

Keith Queen

Richard Skelton

Rev. A. T. Stewart

CCA 2008-2009 SCHOOL CALENDAR

August 4-8	Monday-Friday	Pre-planning for faculty/staff
TBD	Check Website	Orientation 7:30 PM
TBD	Check Website	Open House at all campuses
August 11	Monday	First day of school
• September 1	Monday	Labor Day holiday
• October 13	Monday	School holiday
October 14	Tuesday	End of 1 st 9-week period
October 15	Wednesday	PSAT/PLAN Tests (grades 9-12)
October 17	Friday	Walk-a-Thon
October 20-24	Monday-Friday	Conference Week
		Early Dismissal 1:00 P.M. (K5-8th grades only)
October 23	Thursday	1 st 9-week report card
November 3-9	Monday-Sunday	Junior Class Home Mission Trip
November 25	Tuesday	Early Dismissal 12 NOON
• November 26-28	Wednesday-Friday	Thanksgiving Holiday
December 19	Friday	End of 2 nd 9-weeks
		Mid-term
		Early Dismissal
• Dec 22-Jan 4	Inclusive	Christmas Holidays (return Monday, Jan. 5)
January 5	Monday	First Day of 2 nd Semester
January 9	Friday	Mid-term report card
• January 19	Monday	School holiday
February 12-13	Thursday-Friday	Faculty In-Service/Student holiday
March	TBD	Senior Class Foreign Mission Trip
March 11	Wednesday	End of 3 rd 9-weeks
March 19	Thursday	3 rd 9-week report card
• March 20	Friday	School Holiday
• April 6-10	Monday-Friday	Spring/Easter Holidays
April 28-30	Tuesday-Thursday	Stanford Achievement Tests
• May 1	Friday	School Holiday
May 15	Friday	Last day of kindergarten (grades K-3 - K-5)
		Early Dismissal
		Kindergarten Graduation 7:30 PM
May 22	Friday	Last day of school (grades 1-12)
		Early Dismissal
		High School Graduation 7:30 PM
May 25	Monday	Memorial Day
May 26-29	Tuesday-Friday	Post-planning for faculty/staff
•	School Holiday	
	Note: PTF Meetings and special parent events will be scheduled as needed.	

INCLEMENT WEATHER POLICY: CCA follows Cobb County's school closings in case of severe weather

PHILOSOPHY

Cumberland Christian Academy is an independent Christian school founded on the truth that the ultimate goal of all creation is to bring glory and honor to the triune God of the universe. The Holy Scripture says, "For from Him and through Him and to Him are all things. To Him be the glory forever! Amen." (Romans 11:36) This verse teaches that since God is the source and accomplisher, the goal of all created things is His glory. Therefore, mankind's and CCA's ultimate purpose is to glorify God and enjoy Him forever. (Genesis 1:26-27; Romans 8:29; 1 Corinthians 10:31)

We glorify God by obeying His Word. The Bible teaches that man was created in God's own image and commanded to occupy the earth and have dominion over it. (Genesis 1:27-28) However, when Adam and Eve chose to sin, they destroyed their relationship with God and their ability to think and act as God intended. We inherit from Adam the same sinful heart. (1 Corinthians 15:21-22)

God provided a solution by sending His son, Jesus Christ, to earth to die for mankind's sins. By repenting and placing our faith in Him, we can be saved from judgement, cleansed from sin, and restored to a right relationship with God. Now, guided by His Word and filled with the Holy Spirit, we can properly relate to God and manage the earth as He intended. The purpose of Christian education is to impart these and similar truths so that every student knows the reality of who they are and God's plan for what they are to become. (1 John 4:14, 1:7; John 3:16; Ephesians 5:18)

MISSION

To offer Christ-centered instruction that will transform each student's heart, soul, and mind. (Matthew 22:37)

GOALS

CCA's goals are to nurture and challenge students to:

- know Jesus Christ as Savior and Lord (John 17:3)
- adopt a biblical world view (Psalm 111:10)
- love one another as themselves (Matthew 22:37-39)
- achieve academic excellence (Colossians 3:23)
- grow into Christ-likeness as they mature spiritually, emotionally, socially, and physically (Luke 2:52)
- evangelize and make disciples of all nations (Matthew 28:19-20)

in order that they may bring glory to God by serving our Lord and others through their character, spiritual integrity, and leadership. (1 Corinthians 10:31)

STATEMENT OF FAITH

We believe...

- The Holy Bible is God's written revelation to all men, is inspired by Him without error, and is the authoritative Word of God. (II Timothy 3:16-17; Psalm 7:11; I Thessalonians 2:13)
- God is revealed in three persons: the Father, the Son, and the Holy Spirit. (Deuteronomy 6:4; John 1:14,18; Matthew 28:19; John 8:58; John 15:26)
- In six days, God created the heavens and earth in a state of perfection. (Genesis 1:1-25)
- The archangel, Lucifer, and a third of the angels marred the universe by their rebellion. Lucifer became Satan, the adversary of God. Satan tempted man to rebel against God, and mankind became servants to Satan. (Isaiah 14:12-14; Revelation 12; Ezekiel 28:12-19; Genesis 2-3; Romans 1:25)
- Jesus Christ is God the Son in the flesh. He was born of a virgin. Because He is God, He led a sinless life and performed miracles while on the earth. (John 1:1,14; Matthew 3:17; Luke 1:26-35; Matthew 1:22-23; Hebrews 4:15; Acts 2:22)
- Salvation is found in Christ alone. (Acts 4:12; I John 4:9; John 14:6)
- Jesus Christ died on the cross to be a propitiation for not only our sins, but also for the sins of the whole world. Without the shedding of blood, there is no remission of sins; therefore we have redemption through His blood, even the forgiveness of sins. (I John 2:2; Hebrews 9:22-28; Colossian 1:14)
- The Lord Jesus Christ was buried, and He rose again on the third day according to the scriptures so that we who believe may be justified freely before God. (I Corinthians 15:3-7; Romans 5:1-2)
- Jesus Christ ascended to Heaven and is now seated at the right hand of God the Father who is on the throne of the universe. To this day, Jesus Christ intercedes as an advocate for us who believe. (Ephesians 1: 20-22; John 2:1-2)
- Our Lord Jesus Christ will suddenly return to the earth one day to overthrow Satan and his kingdom upon this earth, and Christ will reign forever. (I Thessalonians 4:13-18; Revelation 19-20)
- Heaven is the eternal abode of those who have placed their trust in the Lord Jesus Christ, and hell is the eternal abode of those who refuse forgiveness by Jesus Christ. (Revelation 21-22; Revelation 20:7-15; Matthew 10:32; Matthew 13:38-42)
- Regeneration by the Holy Spirit is absolutely necessary for lost and sinful man. The Holy Spirit ministers on earth today. He indwells believers and enables them to live a godly life. (John 3:5-8; Romans 7:23; II Corinthians 3:18; Titus 3:5; Romans 8:9-11)
- Jesus commands and empowers us to share our faith with others, teaching and encouraging them to know Christ and His Word. (Matthew 28:19-20; Mark 16:15; Acts 1:8)
- In order to convince the world that our faith is of God, we must become as one as God and Christ are one. By this shall men know that we are Christ's disciples, if we love one another. (John 17:20-25; John 13:34)

Section 4 — STUDENT POLICIES

4.0 GENERAL REQUIREMENTS

4.0.1 Admissions

Cumberland Christian Academy's mission is to offer Christ-centered instruction that will transform each student's heart, soul, and mind. We seek students that are willing to grow not only intellectually, but also emotionally, physically, morally, and spiritually. (Luke 2:52)

Academically, we look for average or above average students who can succeed in a traditional classroom environment. Occasionally, we make exceptions with the hope that eventually the student will rise to the challenge. CCA is not equipped to address special learning needs. Our curriculum reflects our Christian perspective and is designed to prepare the student for college. Students are admitted without regard to race, color, or national origin. (1 Samuel 16:7)

CCA believes that God has placed the full responsibility for the training and education of the child upon the parents/guardians. Parents/guardians may choose to delegate some of their responsibility to a school, but it is the parents/guardians who are accountable before God for the education of their child. (Proverbs 22:6)

Because of this shared responsibility, there must be close communication and agreement between the home and school. If CCA is to be an extension of the home there must be consistency between the two regarding the educational objectives, methods of achieving those objectives, and obligations of each party. Parents should choose CCA because its curriculum and methods are in harmony with the home. It is the responsibility of CCA to answer any and all questions regarding these issues to the satisfaction of families seeking admission. No parent, grandparent, or guardian should seek admission until they are satisfied with the answers to all questions. CCA assumes that if a family applies for admission, they are in complete accord with the objectives, methods, and obligations that accompany admission.

4.0.2 Unity

Parents/guardians are asked to bring problems or questions to the attention of the appropriate CCA personnel immediately and privately without creating gossip or discord. (Matthew 18) If a disagreement occurs it should be dealt with quickly and maturely so that unity may be restored. (Matthew 6:24) Should parents/guardians lose confidence in CCA's ability to serve the best interest of their child, they should withdraw their child. Attendance at CCA is not a right, but a privilege that can be forfeited by any student or family that does not conform to the standards and regulations of the school. CCA may withdraw a student or deny re-admission when, in the opinion of the school, the student is not in harmony with the spirit of CCA, regardless of whether or not he/she conforms to the specific rules and regulations of CCA. This includes attitude problems of the student such as gossiping, sowing seeds of discord, or failure to support the staff and/or policies of the school. It also may include biblically immoral or illegal activities that take place outside school. The school may request the withdrawal of even a well-behaved student if the parents/guardians of that student become excessively disruptive, slanderous, abusive, disorderly, or uncooperative. All parents/guardians of CCA students must be in harmony with the aims and purposes of CCA.

4.0.3 Parental Involvement

Parents/guardians are asked to take an active part in CCA by encouraging their child to learn. As in any activity that children undertake, the interest of the parents/guardians has a tremendous positive influence on the child's performance. Parents/guardians are urged to attend all PTF (Parent/Teacher Fellowship) meetings, Orientations, Open-Houses, as well as any specially called meetings. CCA assumes that each family will be represented at these informative and important gatherings. Parents are also encouraged to volunteer to help in a variety of ways. This includes chaperoning field trips, substitute teaching, and assisting with class holiday parties. Other volunteer opportunities include banquets, sports, music and drama programs, and fundraising activities. Parents/guardians should notify the appropriate campus office to volunteer. Finally, parents/guardians are asked to pray for the school, staff, and students on a regular basis. Our real battles are not with each other, but against the powers of darkness. (Ephesians 6:12) The power of prayer is our best weapon.

4.0.4 Admission Procedures

All families interested in attending CCA must contact the appropriate campus office for an interview. The purpose of the interview is to have an opportunity to show the facilities and staff to the parents and explain CCA's philosophy and standards. It is necessary for parents to bring the student's most recent report card and standardized test scores to the interview. Elementary school students may be required to spend a day visiting the classroom and/or completing an admissions test. Middle school and high school students are required to attend the interview and/or may be required to spend a day visiting the classroom.

CCA reserves the right to pursue a behavioral background check on new students, as well as recommendations from recent academic and/or community leaders. Students who have been suspended or expelled from CCA or any other school may be refused admission. Married students or unmarried students with children will not be considered for admission.

Preschool (3-4 year), Kindergarten (5 year), and 1st grade students must have had appropriate birthdays by October 1st. For example, a child seeking admission to 1st grade must have had his/her sixth birthday by October 1st of the year admitted.

Admission Checklist:

- Appointment with the Principal for interview (students applying for grades 6-12 must be present at the interview)
- Interview
- Admissions test (if required by Principal)
- Visit to the classroom (if required by Principal)
- Copy of Birth Certificate
- Copy of recent report card
- Copy of recent standardized test scores
- Copy of discipline records or Principal recommendation
- Copy of immunization records
- Completed and signed application with fee (non-refundable)
- Matriculation fee (non-refundable) due upon receipt of the acceptance letter

Acceptance of students into CCA will not be official until all of the above requirements have been satisfactorily met. New students will receive a letter notifying them of acceptance. Applicants who withhold relevant information or who falsify information may be required to withdraw from CCA.

4.0.5 Re-admission Procedures

Re-Admission Checklist:

- Completed and signed application with fee (non-refundable)
- Copy of immunization records (if any changes)
- Matriculation fee (non-refundable)

Re-admission of students into CCA will not be official until all of the above requirements have been satisfactorily met. Initial admittance does not imply automatic re-admission in the future. CCA reserves the right to refuse re-admission to any returning student.

4.0.6 Christian Arbitration Policy

CCA seeks to work with all its personnel, students, and families based on covenant relationship according to biblical concepts. We pledge to resolve any and all conflicts which might arise according to biblical principles. Should an issue arise which cannot be resolved after prayer, appeals, and longsuffering patience, we pledge and promise to use Christian mediation and, if necessary, legally binding arbitration in accordance with the *Rules of Procedure for Christian Conciliation* of the Institute for Christian Conciliation, a division of Peacemaker® Ministries (complete text of the Rules is available at www.HisPeace.org). Judgement upon an arbitration decision may be entered in any court otherwise having jurisdiction. The parties understand that these methods shall be the sole remedy for any controversy or claim arising out of this agreement and expressly waive their right to file a lawsuit in any civil court against one another for such disputes, except to enforce an arbitration decision.

All personnel and families connected with CCA must agree with the school on this policy.

4.1 FINANCIAL INFORMATION

4.1.1 Tuition for 2008-2009

<u>Grades</u>	<u>1st Child</u>	<u>2nd Child</u>	<u>3rd Child</u>	<u>4th Child</u>
K3-K4	\$3530.00	\$3180.00	\$3000.00	\$2830.00
K5-3rd	\$5310.00	\$4780.00	\$4510.00	\$4250.00
4th-8th	\$5670.00	\$5100.00	\$4820.00	\$4540.00
9th-12th	\$6230.00	\$5610.00	\$5300.00	\$4980.00

[Please note: 1st Child rate applies to the oldest child of the family.]

International Students \$8000.00 per student (no discounts apply)

4.1.2 Tuition Payment Policies

A tuition discount of 5% will be granted if the full year's tuition is paid before September 10. In families with more than one child—if only one child's tuition will be paid in full, it must be the amount for the oldest child. Discounts are given to families for enrolling more than one child as reflected in the rate chart above. Discounts do not apply to international students. All other tuition accounts are set up on a ten-month pay plan with FACTS tuition management or a semester plan with ½ tuition due September 10th and 2nd ½ due January 10th. The ten-month plan requires paying one-tenth of the tuition amount each month beginning August 1 and

ending May 1. Payments are deducted directly from your bank account through your FACTS account. There may be a small fee for this service.

Cumberland Christian Academy is a corporation and must maintain a regular cash flow for the express purpose of meeting operating expenses. Therefore, this tuition payment policy must be the agreement between school families and the members of the CCA Board. Students who have tuition accounts over 30 days past due or have an outstanding balance at the end of the school year will not be allowed to graduate, receive school records, or re-enroll for the next school year until past-due accounts are paid.

4.1.3 Registration

Applications for new students must include a \$100.00 non-refundable application fee (\$250 for International Students). Upon acceptance, an additional \$350.00 matriculation fee (\$400 for International Students) will be due. Refer to CCA's Admission Policy in its entirety. Registration is opened to new students on March 15.

Currently enrolled students whose tuition accounts are not past due are allowed a discounted re-enrollment fee by registering early for the next school term. Early registration begins on February 1 and ensures a place for your student(s).

4.1.4 Other Fees and/or Optional Costs

- Beta Club - High school students chosen for membership in the CCA chapter of the National Beta Club will be asked to pay a one time fee of \$13.00 (National) and \$10 (Chapter) which provides a certificate, Beta pin, The Beta Journal, and a seal for the diploma at graduation. Students are chosen for Beta Club membership on the basis of scholastic average, Christian character, credible achievement, and commendable attitudes as observed by the school staff.
- Library fines - A fine of \$.10 per day is charged for overdue library materials. Report cards and permanent records may be held for unpaid library charges.
- Lunches - K5 through 12th grade students may bring their lunches from home or purchase foods from our lunch program. The lunch program varies from campus to campus.
- Textbooks - Students are held responsible for any textbooks issued to them. Please be aware that if, for example, a book is taken out of a locker or desk, the student to whom it is assigned is still responsible for it. Because misused, stolen, or missing textbooks will have to be replaced by the student, it is recommended that the student use extreme care.
- Athletic fees – The amounts vary with each sport and must be paid before a student can participate.
- Other planned activities - Other events, such as field trips or special banquets/dinners, will be announced throughout the school term. For some activities, special T-shirts may be available for purchase.

4.1.5 Fundraising

All CCA families are encouraged to become actively involved in fundraising functions. Families who choose not to participate in fundraising activities are urged to increase their tuition payments by 10%.

4.1.6 Early Withdrawal Policy

It is assumed that an entering student is enrolling for the entire year, therefore school budgets are set accordingly. If a student withdraws before the end of the school year, a 30-day advance written notice is required. At that time and in addition to the tuition due, an early withdrawal fee, equal to 10% of the yearly tuition for this school term will be charged. After all fees are paid and withdrawal forms have been turned in, records will be available at the end of the next regular business day.

4.1.7 Transcripts

Transcripts will be released upon the request of parents and forwarded to the school desired, provided all accounts are current. Transcripts will not be sent if tuition has not been paid in full. After all requirements have been met, records will be released at the end of the next regular business day.

4.2 ATTENDANCE

4.2.1 School Term

The school calendar is made up of 180 days. 1st – 12th grades have 4 nine-week grading periods of approximately 45 days each. K3 – K5 students attend 175 days.

4.2.2 Absence

A student's presence in school is the responsibility of both parent(s) and student. Any excessive absences not due to sickness are indication of a parental problem. A student is allowed a 15 day maximum of excused absences per semester. Absences exceeding 15 days may cause dismissal from school, not entering the next school term, or graduation denial. Any appeal to change this policy must be made before the CCA Board. An excused absence is one validated by a parental or physician's note to the office. It is required the day the student returns to school. If a student comes to school after 11:15 AM or leaves before 11:15 AM, he is counted absent.

High school juniors may be counted present for up to 3 days and seniors up to 3 days to visit colleges. High school attendance applies to each scheduled period. A student will receive an "F" for the semester in any class that is missed more than 15 days during that semester. Any appeals must be made to the CCA Board.

Any student who is absent from school on a given day may not participate in any extra curricular activities for that day.

4.2.3 Make-Up Work

The school office assists students and parents in contacting teachers when a student's illness requires a prolonged absence from school. When contacted by the parent, the office will notify teachers of the student's illness and request assignments. The parent may pick up the instructions and material sent by the teachers at the end of the following day. This allows teachers time to gather materials and provide meaningful assignments. In addition, students could contact a friend in the class who is willing to share notes and to return completed work to the teacher.

Students, especially those in the high school, are responsible for all assignments given by teachers. It is the responsibility of the student to ask the teacher for make-up work. Work missed due to an excused absence must be made up within two school days of his return to school. Assignments missed because of an extended illness must be made up within the same

number of days the student was absent. Students with unexcused absences will not be permitted to make up missed assignments.

A student who is present when a test is announced is expected to take the test as scheduled or upon returning to school. In laboratory classes such as art, PE, music, and science, which do not lend themselves to make-up work, the teacher will determine the make-up procedure.

4.2.4 Arrival

Students may arrive as early as 7:15 AM at each campus and should report to the designated area for early arrivals where a faculty member will supervise a study hall.

School Hours

K3 – K4	8:15 - 12:15
K5	8:15 - 2:45
1 st – 5 th	8:00 - 3:00
6 th – 8 th	8:05 - 3:05
9 th – 12 th	8:10 - 3:10

4.2.5 Late Arrival

A student who arrives after school begins should report to the office. There he will sign in and receive a tardy slip that will admit him to class. Tardies will be excused for the following reasons:

- Dental/Medical appointment - The student must bring a note from the physician, which verifies that the student was seen by the doctor. The note must be presented NO LATER than the next school day after the appointment.
- Personal illness - The student must bring a note from the parent to verify that the parent was aware of the illness and gave the student permission to come to school late. The note must be presented NO LATER than the next school day after the student was tardy.
- Students who arrive late for any other reason must bring a note from a parent explaining the reason for the tardiness. This note must be delivered NO LATER than the next school day after the student was tardy.
- Three (3) unexcused tardies will be counted as one unexcused absence. If a student receives ten (10) or more unexcused tardies a conference with the principal will be scheduled in order to resolve the problem. Excessive tardies may cause a reduction in a student's grade or even failure.

4.2.6 Departure

Parents are expected to make arrangements for the pick up of their students immediately after school dismisses. Parents of students in grades K-3 through 8th will be required to fill out a pick-up authorization form to be kept on file in each school office.

K-3/K-4 students must be picked up by 12:30 PM

K-5 students must be picked up by 2:30 PM

1st - 5th grade students must be picked up by 3:30 PM

6th - 8th grade students must be picked up by 3:30 PM

9th - 12th grade students must be picked up by 3:30 PM

ANY PARENT WHO DOES NOT PICK UP THEIR CHILD BY REQUIRED TIMES WILL BE CHARGED A FEE OF \$5.00 PER HALF HOUR OR ANY PORTION THEREOF. If not paid, this amount will be forwarded to our accounting office to be added to their tuition account.

4.2.7 Early Departure

If a student is to leave school early, a parent-signed note must be sent to the school office, and the office has the responsibility of informing the student's teacher. A parent picking up a student must first sign out the student at the school office. The office personnel will then summon the student.

4.3 ACADEMIC PROCEDURES

4.3.1 Curriculum

CCA is a Christ-centered school. We believe Scripture should be an integral part of all curriculum and should be included in every area of training for life. We use a combination of ACSI, ABEKA Book Publications and Bob Jones University Press as our core textbooks with other publishers used to supplement. These publishers are recognized as the leaders in Christian school curriculum.

4.3.2 Extracurricular Activities

A student must maintain a "C" average to participate in extracurricular activities such as cheerleading, sports, music, clubs, etc. If the student fails to do so, he will be prohibited from all practices and games for three weeks. Grades will then be evaluated to determine eligibility to return to activities. The Principal will notify students and parents.

4.3.3 Grading Scale

A	90-100
B	80-89
C	74-79
D	70-73
F	below 70

4.3.4 Grading Weights

Most 1st-12th grade teachers will calculate a student's subject grade using the following percentages. Teachers will notify parents in writing if there are any exceptions.

Daily Class-work/Daily Homework	20%
Quizzes/Small Papers or Projects	20%
Tests/Large Papers or Projects	50%
Class Participation (Teacher Discretion)	10%

4.3.5 High School

- **Marking Period:** The academic year is divided into two semesters having 18 weeks each. Each semester grade is recorded separately on the transcript. No student will be graduated who has not completed their senior year with Cumberland Christian Academy.

- **Credits** (9th - 12th Grades)—One-half credit = one semester course. The half unit is only awarded if the grade is 70 or above in the semester course.
- **Graduation Requirements:** Twenty-four units taken during grades 9-12 are required for graduation. Specifically, these must include:

College Prep Diploma

1. **Bible:** 4 units
2. **English & Literature:** 4 units
3. **Mathematics:** 4 units (Algebra I, Geometry, Algebra II, Advanced Math, Calculus I & II)
4. **Social Studies:** 4 units (Geography, World History, US History, Government & Economics)
5. **Science:** 4 units (Must include Physical Science, Biology I, and Chemistry I and an additional unit of Science)
6. **Foreign Language:** 2 units of same language
7. **Health/PE:** 1 unit
8. **Electives:** 1 unit

General Diploma

1. **Bible:** 4 units
2. **English & Literature:** 4 units
3. **Mathematics:** 3 units
4. **Social Studies:** 3 units (Geography, World History, US History, Government & Economics)
5. **Science:** 3 units (Must include Physical Science, Biology I, and Chemistry I)
6. **Health/PE:** 1 unit
7. **Electives:** 6 units

*Public school requirements for a diploma total 22 units. In public school, Bible is not included. Under situations where a student transfers to Cumberland or has special circumstances which make 24 units impossible during the four years of high school, permission may be granted with board approval to graduate with a minimum of 22 units. In most cases, 24 units out of a possible 28 unit potential will be attainable. Parents with concerns in this area should talk with the Principal. Any exception to the requirements must be approved by the Headmaster.

- **National Beta Club:** High school students are chosen for membership in the CCA Chapter of the National Beta Club based on their scholastic average (3.5), Christian character, credible achievements and commendable attitudes. Students must attain a cumulative GPA of 3.5 or better to be considered for membership and must maintain a GPA of 3.4.
- **Quality Points:** A = 4, B = 3, C = 2, D = 1, F = 0
Honors courses are given one extra quality point: Calculus I & II, Chemistry II, Biology II, Physics, and AP Classes.
- **Schedule Changes**
Within ten days of the beginning of a semester, a student may drop or add a course with parental permission and at the discretion of the Principal. The following criteria must be met:
 1. The student must justify his need for such a change.

2. The change must be made within the class schedule available.

- **Valedictorian/Salutatorian:** A student's G.P.A. will determine the valedictorian and salutatorian among high school seniors. The final ranking will be determined after the 4th quarter of the senior year and includes all classes. In the event of a tie, the numeric average will determine the student with the highest rank.

4.3.6 Homework

Homework has many benefits. It teaches the student responsibility and organization. It helps them better retain what they learned in the classroom. It provides a way of enriching the study of a particular topic. And it keeps parents involved with their child's learning. Too much homework, however, can have negative effects. It can saturate a child's interest and create a fatigue for learning. It can prevent them from having time for leisure activities such as sports or the arts. It can also encourage cheating or too much parental help if a child feels unable to handle it on his own.

Generally, homework is given only on Monday, Tuesday, and Thursday nights. Wednesday is a church night for many of our families, and homework should be minimal. Weekend homework is considered more feasible for grades 6 through 12.

4.3.7 Incompletes

No make-up work should be accepted after the end of the grading period. Incomplete grades should be a rarity, and the Principal should be made aware of the circumstances. All grades should be submitted to the office within 3 days after the close of the grading period in order for grades to be checked and/or recorded.

4.3.8 Progress Reports

Parents are encouraged to check their child's progress online using the RENWEB website. In addition, 1st–5th grade students whose grades fall below a "C" will receive progress reports midway through each 9-week grading period. Parents who are concerned about a student's progress may contact the teacher or the office for specific information and are also encouraged to schedule a conference with the subject teacher. No student can be failed if the parent has not been notified of poor grades.

4.3.9 Pass/Fail Policy

Students who fail 2 or more basic subjects (math, science, history, language, reading, phonics) must either make up the classes in a summer school program or repeat the grade level.

4.3.10 Academic Probation

A student who is attending CCA must maintain a grade average of "C" or above. This is determined by averaging his grades on a report card during a single grading period. If the student falls below "C," he may be placed on academic probation for the next semester in the school year. The Headmaster will decide the consequences for the student. If there is no improvement, the student may not be allowed to return to CCA the next school year.

4.3.11 Report Cards

Parents are urged to consult the school calendar in this handbook for the dates report cards are sent home. The K-5 through high school classes have four 9-week grading periods.

K-5 and elementary report cards are sent home for review, to be signed by parents and returned to school the next school day. Report cards not returned within one week will be considered lost and duplicated for a \$3.00 penalty fee.

Middle school and high school report cards are computer-generated. Two copies will be sent home each grading period. Parents are asked to sign one copy and return it to the school office the next school day.

Cumberland is implementing an online grade access for parents and students. Each student will have a passcode assigned at the beginning of the year. This code will allow access to grades as they are updated.

4.3.12 Social Promotion/Retention

Cumberland seeks to uphold high academic standards in all areas. Occasionally, however, Cumberland discovers a sincere and hard working student who is unable to pass in specific academic subjects. In such situations where parents and teachers are in agreement, social promotion may be exercised. In these cases, such approved action is noted on permanent records, and the promotion is carried out. At the high school level, a student will continue to advance to the next grade as far as his homeroom is concerned, but the credits that he earns determine his actual grade level.

4.3.13 Testing

CCA administers the Stanford Achievement Test each year to grades K-5 through 12. These scores provide both a measure of the individual's and the school's achievement.

CCA administers the PLAN test to 9th graders and the PSAT to grades 10 and 11 during the fall each year. We offer these tests for the purpose of preparing the students for the SAT (Scholastic Aptitude Test) and the ACT (American College Test).

Juniors and seniors are encouraged to register for both the SAT and the ACT. Since some colleges prefer one of these tests over the other, a student is assured of adequate test information if he takes both. Also, if a student does poorly on one of these tests, analysis of both tests will give colleges a clearer picture of the student's scholastic aptitude and achievement. All forms necessary for the registration of these tests are available through the Principal's office.

4.4 CLASSROOM

The teacher is responsible for enforcing classroom regulations and discipline in accordance with the Scripture and school policy. There should be respect for the teacher as the authority of the class.

4.4.1 Chapel Standards

Attendance by all students is required. Proper courtesy and respectful behavior toward the speaker and other students is expected. Parents are always welcome to attend.

4.4.2 Discipline

CCA follows the written works of Dr. James Dobson of *Focus on the Family* (such as Dare To Discipline, Strong Willed Child, Love Must be Tough) in disciplining children. Firm, loving guidance is provided to the degree necessary to attain the respect and cooperation of our students.

- **Corporal Punishment**

In cases of misbehavior, students are corrected verbally, restricted, and in extreme cases, paddled by the Principal with parental permission. Students are never paddled without express permission from a parent, and always with an adult witness other than the Administrator/Principal.

- **Demerit System (Grades 4-12)**

Demerits will be given for improper behavior. For behavioral infractions, students will be given demerits and warnings until the need for stronger action is recognized. Each week a student starts with a clean sheet regarding demerit accumulation toward detention time. Each month students start anew regarding administrative conferences and penalties.

For a given week of school, the following scale will be used for Grades 4-8:

1-2 demerits.....warning only
3 demerits.....one hour in detention
6 demerits.....two hours in detention
9 demerits.....three hours in detention
10+ demerits in one month.....conference with administrator and any combination of detention, on campus isolation (OCI), Saturday school, or suspension

For a given week of school, the following scale will be used for Grades 9-12:

1 demerit.....warning only
2 demerits.....one hour of detention after school
4 demerits two hours of detention after school
6 demerits three hours of detention after school
7+ demerits conference with administrator and any combination of detention, OCI, Saturday school, or suspension
8 demerits in one month Saturday School
9+ demerits in one month conference with administrator and any combination of detention, OCI, Saturday school, or suspension

- **Detention**

Detention is assigned by the school office for accumulation of demerits. Teachers assign detention for violations of class rules or failure to bring materials to class. Administrators assign detention as a first step in modifying minor behavior violations. The student will be notified when and where to report for detention. Failure to serve detention is very serious and can result in the student being assigned more serious consequences.

- **Dismissal**

If discipline problems persist, a student may be asked to withdraw from the school. The principal will notify the student and parents of such a decision. This decision may be reviewed by the headmaster and/or the school board.

- **On-Campus Isolation (OCI)**

On-campus isolation is a program designed to modify student behavior while keeping the student in school with access to schoolwork. It allows the student to earn grades for completed assignments and tests rather than receive a zero for each item missed. This program isolates the student from his peers in a controlled environment, which makes him reconsider the appropriateness of his behavior. OCI can be assigned for accumulation of demerits or by administrators for use in modifying behavior violations. When the student is assigned to OCI, he brings home a contract and a copy of the rules he must follow while in OCI. The alternative to OCI is out-of-school suspension.

- **Saturday School**

Saturday school starts at 8 AM and ends at 12 noon. Middle school and high school students who are required to serve in Saturday school must pay a \$15.00 fine to the school. Failure to attend Saturday school will result in a two-day suspension.

- **Suspension**

A student who is suspended from school receives a grade of zero on each assignment he misses due to suspension. No make-up work will be accepted. A suspended student will not be allowed to come on campus or attend any school function or practice until the day he returns to school from suspension. A suspended student must report to the administrator who suspended him to obtain admittance to class.

4.4.3 Field Trips

Field trips can be a wonderful educational tool or simply a fun break from academics. The following should be taken into account when planning field trips:

- CCA is growing and has many school events already on the calendar. Therefore, teachers will need to fill out a field trip form and have it approved ahead of time.
- Class fundraisers for the various trips should not be scheduled during the “reserved” calendar weeks when other significant school activities are occurring.
- Teachers should try to hold down the cost of field trips—possibly have one “big” field trip a year with others being more reasonable in cost.
- There should be consistency on the campus regarding the number of field trips taken by each class. Grades K-8 generally should have no more than 5 field trips per year.
- Field trips should be considered a part of the curriculum and should be chosen on the appropriateness for each grade level.

The following guidelines apply to “big” class trips (they do not apply to the Junior and Senior mission trips).

- The trip should not cost more than \$500.
- Fundraising should not exceed 40% of the cost of the trip.
- Trips should be educational and stay within the Continental U.S.
- The trip must be approved by the principal and led by a teacher or administrator.
- Parents should be given ample notice.

Permission slips are required for students to travel under the school’s supervision, whether the trip is curricular or extracurricular. Drivers must supply a copy of their current driver’s license and insurance. Drivers for field trips are not permitted to make any stops to or from the event that are not specified on the permission slip. The student must return with the school group

unless the student's parent is in attendance on the trip. Students on field trips are representing our Lord, first, as well as CCA, and should reflect Christian standards of conduct at all times.

4.4.4 Holiday Observances

CCA chooses not to celebrate Halloween. Our Christmas observance will focus on the birth of JESUS rather than Santa Claus.

4.4.5 Lockers

Students may obtain a personal lock for their locker. The combination to the lock or an extra key should be left with the school secretary. The school has the authority to check lockers at anytime. Lockers are the property of the school and are to be used only in ways supportive of school goals and policies. Any misuse of lockers or use of non-registered locks will result in loss of locker privileges. Decorations must be easily removable and maintain a Christian standard.

4.4.6 Lunchroom Standards

- For health reasons, sharing of food is not permitted.
- Students should properly dispose of all trash and leave their area neat and clean.
- Chairs are to be placed under tables in neat order before leaving.
- Students should exercise good manners and refrain from playing in the lunchroom.

4.4.7 Media/Music/Entertainment

"Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable – if anything is excellent or praiseworthy—think about such things." Philippians 4:8

A wide range of opinion exists regarding what is considered acceptable in our school in the area of music, drama, and movies. CCA must find what we consider to be an acceptable standard, and our staff must be supportive of this standard even if it differs from their own. We seek to focus on what we have in common rather than our differences. A media committee made up of the appropriate teachers and any two principals/administrators will approve all media to be used at any school function. CCA supports or sponsors only Christian concerts.

We teach against the use of R-rated movies or any music or other forms of media which depict unchristian behavior, and we discourage the viewing of such. Though we have liberty in Christ Jesus, we seek to separate ourselves from the world and from the practices of the world. Our forms of entertainment should glorify God and not defame our Lord or our Christian values. All school families are encouraged to support this policy.

4.4.8 Sickness/Medicine

A child should not come to school with a fever or any other condition that is considered contagious. Students should be fever free (temperature below 100°) for 24 hours before returning to school. Students should also be free of diarrhea and vomiting.

All medicine for a student must be kept in the school office (with instructions for dosage). The office will only dispense medicine brought from home and only upon written consent from the parents.

4.4.9 Student Drivers

Cumberland Christian Academy allows high school students with a valid Georgia driver's license to drive their vehicle to school. All vehicles must be registered with the high school office. Any student failing to show a responsible and cooperative spirit may lose his driving/parking privilege. After arriving at school, students should not return to their cars until school is dismissed. Students are not allowed to leave campus during their lunch period or any other time during school hours without written permission from the parent.

4.4.10 Social Events

All school social events shall be carried out in such a way as to support in practice and spirit the mission of CCA. As a school we have determined not to participate in certain types of activities commonly accepted by the general public. Social dancing will not be allowed at any school-related event. We are instructed by Christ not to use our liberty to offend anyone. Families who conduct social events on their private property for school students and personnel are expected to abide by the same guidelines.

4.4.11 Senior Trips, Senior Day, Etc.

Rather than sponsoring beach or vacation trips for graduating seniors, Cumberland supports and sponsors mission and Christian service ventures for their upperclassmen. In like manner Cumberland refrains from allowing senior "prank" day and encourages activities supportive of our mission and purpose.

4.4.12 Visitors/Loitering

It is the desire of the principal, their assistants, and the faculty to be of service to both parent and student. We welcome visits from parents. We do ask that such visits be made by definite appointment with the principal or teacher.

The Principal's permission is required for anyone to visit a CCA student on campus. Loitering on school property is not allowed.

4.5 STUDENT CONDUCT

4.5.1 General Standards

A lifestyle that reflects Christian principles stands out in today's culture. At Cumberland Christian Academy we have standards of conduct that we feel should be part of the student's mode of living. These standards are for the protection of our students and for the orderly operation of our school. Attendance at CCA is a *privilege* and not a *right*. Students forfeit this privilege if they do not conform to the standards and ideals of work and life of Cumberland Christian Academy.

- Beloved, let us love one another: for love is of God: and everyone that loveth is born of God, and knoweth God." 1 John 4:7
- **The Bible is explicit in teaching that Christians are to love one another.** The student is to treat others as he or she would expect to be treated. Students should be careful not to hurt, harass, or threaten anyone physically, emotionally, or in any other way. Matthew 5:43-48; Romans 12:14-21

- **CCA expects that its students live above reproach, showing respect to God, country, family, faculty and fellow students. Honesty** is highly valued by God and CCA. **Cheating and plagiarizing are not acceptable.** Consequences will include not only a failing grade, but character restoration as well. **Lying, complaining, arguing, gossiping, stealing, profaning, or disorderly conduct will not be tolerated.** Philippians 2:14; Ephesians 5:4; Colossians 3:8-9; Exodus 20:15
- **Students must exhibit cheerful obedience to authority** (parents, teachers, etc.) and school regulations, even when the person in authority is not immediately present. Such obedience should be willing and immediate, and is to extend to any member of the school staff, even if that person is not the student's own teacher. Students shall not cause dissension or demonstrate rebellion through active expression or passive indifference. Romans 13:1-7; Hebrews 13:17; 1 Peter 2:18-23
- **Conversations are not to infringe on the rights of others.**
- **Conversations, private or public, are expected to be positive, constructive, and respectful.** Foul, dirty, or suggestive language, drawings, or stories; pornography of any sort; gossip; misuse of God's name or spiritually meaningful terms; suggestive "sign language;" degrading names or "putting others down," even if done in fun; are examples of conduct which are unacceptable at Cumberland Christian Academy and are causes for immediate disciplinary action.
- **Students shall not promote or participate in immorality** such as pornography, adultery, fornication, pre-marital sex, or homosexuality. 1 Corinthians 6:9-10; Galatians 5:19; Ephesians 5:3
- **Unnecessary bodily contact**, whether it is affectionate, playful, or hostile, is not acceptable at school. As a rule, students should keep 6" or more between themselves and others.
- **No Chewing Gum on School Property.**
- **Tobacco in any form or alcoholic beverages are not allowed** at school or school functions or en route to school or school functions. Possession of these or of illegal drugs on campus or at school functions is cause for immediate suspension and/or expulsion.
- **Weapons are not allowed on school grounds or at school-sponsored events.** The term "weapons" includes, but is not limited to rifles, shotguns, handguns, pellet guns, BB guns, stun-guns, blank pistols, knives (including Bowie, switchblade, pocket, hunting), razors, chemical defensive devices, martial arts devices, or other items which school staff could reasonably conclude as being a violation of the intent of this restriction. Students shall not have any explosive device, including bullets, other ammunition, fireworks, smoke bombs, paint bombs, or any item which gives the appearance of these. Possession of weapons is grounds for immediate suspension and/or expulsion.
- **Cumberland Christian Academy expects full cooperation from both student and parents in the education of the student.** If at any time the school feels that this cooperation is lacking, the student may be requested to withdraw. Also, if the student's behavior or attitude indicates an uncooperative spirit or one that is out of harmony with the spirit and standards of CCA, whether or not there is any definite breach of conduct, he may

be requested to seek his or her education elsewhere. In cases where students are asked to find another school, parents may appeal to the school board for a review of such an administrative decision.

- **CCA is God's property.** Respect for the appearance and care of the school is a part of the Christian testimony presented by CCA. **Willful damage to, or destruction of, school/church property will not be tolerated.** Students are to report to the office any damaged furniture or other school property. All damage must be paid for, whether willful or accidental.
- **Hallways are quiet zones.** Students are to *walk* down halls on the proper side without talking or shoving.
- Students are to address teachers, school personnel and parent helpers by **Mr., Mrs., or Miss.**
- Students are asked to **leave all I-pod's, MP3 players or similar devices, CD's, tapes, radios, playing or collector cards (baseball, football, poke'mon, magic, etc.), non-educational magazines, questionable books, matches, lighters, and weapons of any kind (including pocket knives) at home.** If the above items are found on school premises, the school reserves the right to keep the item until the end of the school year.
- **Cell Phones - Cumberland Christian Academy respects the wishes of some parents to provide cellular telephones to their students for security and convenience purposes. We must have cooperation however, in the responsible use of these phones. Students should not be making or receiving calls/texts during class times. Parents must also be aware that text messaging between students not only leads to excessive bills but in some cases to cheating. Be aware that CCA staff will seek to regulate cell phone usage in a responsible manner as circumstances require. Student and parental cooperation is expected.**

It should be remembered that the school not only hopes to contribute much to the student, but the student is expected to contribute much towards the furthering of the mission of the school, both on and off campus. A student who counteracts the goals and purposes of school by indifference or overt action, or intentionally damages the reputation of the school may be asked to seek his/her education elsewhere.

4.6 STUDENT UNIFORM POLICY

4.6.1 General Dress Code Policies

Cumberland Christian Academy, in its effort to teach young people to honor God and to walk under His leadership, must take notice of dress and the personal attire of its students. The way we dress sends signals as to who we are and to what we aspire. Our goal is to encourage our students to dress in a manner that will honor our Lord and strengthen our testimony.

Shirts:

- Upon arrival at school, students should be properly dressed with shirts neatly tucked in. Shirttails must remain tucked in until the student has left campus following dismissal.
- White undershirts need to be worn under white oxford shirts. The undershirts must be solid white with no writing, character advertisements or slogans. No cartoon characters of any kind.

- When uniform sweatshirt or sweater is worn, the appropriate uniform shirt is to be worn underneath.

Pants:

- No sweatpants or overalls are allowed.
- Pants must be traditional in style with pockets in side seams, not jean style, and must be hemmed. Pants cannot be denim or corduroy and cannot be rolled (grades K56-12).
- Pants must fit properly at the waist and are not to be baggy.
- Jeans must be in good condition and not whitewashed to the point of having holes and tears. (applies daily to K3 & K4, applies to kindergarten through grade 12 when a jeans day is announced or earned)
- Belts must be worn with pants/shorts/skirts having belt loops.
- Belt loops should not be removed from clothing designed with them.

Acceptable	Not Acceptable
Wrinkle Resistant Cotton or Cotton Poly Blend	Jean Material
Plain or Pleated Front	Embroidery or Other Embellishments
Cuffs or No Cuffs	Extra Pockets
Variations of Tan Khaki Color	Colors other than Traditional Tan Khaki
Belt Loops or Elastic Waist	Hip Hugger or Low Cut Waist

Accessories:

- Shoes and socks should be worn at all times. No boots, sandals, or platform shoes.
- Non-uniform sweaters or jackets should be left in the lockers.
- Wallet chains are not allowed.
- Caps and hats may be worn to and from school but must not be worn inside the school building.
- Hairstyle and/or color of hair should not draw undue attention to an individual or detract from the educational process.
- All boys must have their natural hair color with hair cut above their eyebrows, ears and collars. No fad haircuts. Sideburns should not be excessive. Boys must be clean-shaven and may not wear earrings.
- No body piercing or tattoos.

FINAL DECISIONS REGARDING INTERPRETATION OF THE DRESS CODE WILL BE MADE BY THE ADMINISTRATOR/PRINCIPAL. PLEASE REFER TO CAMPUS GUIDELINES FOR SPECIFIC REQUIREMENTS.

4.6.2 Suggested Attire for School Functions

All students will be expected to dress in accordance with the general dress code policies as well as the uniform standard at all school functions. It is expected that dresses or skirts and blouses when worn to school functions should not be low cut or tight fitting, and at least to the knee. Skirts should not be rolled or hemmed higher than the knee.

- Junior Senior Banquet—formal
- Graduation—semi-formal
- Baccalaureate—semi-formal
- Other Banquets—semi-formal to business casual
- Drama/Music Events—business casual
- Sporting Events—casual

4.6.3 Casual Day

Acceptable "jeans day" attire consists of blue denim jeans that are fitted at the waist, hemmed, not touching the floor, and not ragged in any way. Jeans must fit properly and be neither too tight nor too baggy. Students should wear a crew-neck T-shirt or sweatshirt that has a Christian or CCA logo. Neither undershirts nor overalls are permitted. Shirts are required to be tucked in.

**4.6.4 CUMBERLAND CHRISTIAN ACADEMY
UNIFORM POLICY
GRADES 9-12**

HIGH SCHOOL GIRLS CHAPEL ATTIRE

SHIRT: White oxford cloth button-down collar shirt OR Light Blue Oxford with school crest (purchased from CCA), short or long sleeves

*SKIRT: Khaki long skirt [style #152] (Can be purchased through CCA).

SHOES: Brown or black dress shoes (heels may not exceed 2 inches)

SOCKS: Hose, white or navy ankle, crew or knee-high socks

*SWEATER (Optional): Navy or Red School Apparel acrylic V-neck cardigan or pullover

HIGH SCHOOL GIRLS NON-CHAPEL ATTIRE

SHIRT: Red, gray or navy CCA polo shirt with school crest, short or long sleeves (purchased from CCA)

*SLACKS: Khaki tailored style slacks (not cargo, low waist, or jean style)

*SKIRT: Khaki long skirt (style #152)

*SHORTS: Khaki tailored style knee-length walking shorts with a minimum 8" inseam

BELT: Plain brown or black belt

SHOES: Chapel attire shoes or tennis shoes

SOCKS: Socks or hose with slacks or skirt or white crew socks with tennis shoes

*SWEATER (Optional): Chapel Attire Sweater

SWEATSHIRT: Red, gray or navy (plain or purchased from CCA), worn over CCA polo

JACKET: Fleece or Nylon style purchased from CCA

HIGH SCHOOL BOYS CHAPEL ATTIRE

SHIRT: White oxford cloth button-down collar shirt, short or long sleeves or Navy Oxford with school crest (purchased from CCA), short or long sleeves (No tie required with Navy shirt)

TIE: Conservative tie with no cartoon characters

*SLACKS: Khaki tailored style slacks (not cargo, low waist, or jean style)

BELT: Plain brown or black dress belt

SHOES: Brown or black dress shoes

SOCKS: Brown, black or navy

*SWEATER (Optional): Navy or Red School Apparel acrylic V-neck cardigan, or pullover

HIGH SCHOOL BOYS NON-CHAPEL ATTIRE

SHIRT: Red, gray, or navy CCA polo shirt with school crest, short or long sleeves (purchased from CCA)

*SLACKS: Khaki tailored style slacks (not cargo, low waist, or jean style)

*SHORTS: Khaki tailored style knee-length walking shorts

BELT: Plain brown or black belt

SHOES: Chapel attire shoes or tennis shoes

SOCKS: Socks with slacks or white crew socks with tennis shoes

*SWEATER (Optional): Chapel attire sweater

SWEATSHIRT: Red, gray or navy (plain or purchased from CCA), worn over CCA polo

JACKET: Fleece or Nylon style purchased from CCA

*These items may be purchased from CCA or local uniform store listed at the back of this handbook.

**4.6.4 CUMBERLAND CHRISTIAN ACADEMY
UNIFORM POLICY
GRADES 6-8**

MIDDLE SCHOOL GIRLS CHAPEL ATTIRE

SHIRT: Light Blue Oxford with school crest (purchased from CCA), short or long sleeves
*SKIRT: Khaki long skirt [style #152] (Can be purchased through CCA).
SHOES: Brown or black dress shoes (heels may not exceed 2 inches)
SOCKS: Hose, white or navy ankle, crew or knee-high socks
*SWEATER (Optional): Navy or Red School Apparel acrylic V-neck cardigan or pullover

MIDDLE SCHOOL GIRLS NON-CHAPEL ATTIRE

SHIRT: Red, gray or navy CCA polo shirt with school crest, short or long sleeves (purchased from CCA)
*SLACKS: Khaki tailored style slacks (not cargo, low waist, or jean style)
*SKIRT: Khaki long skirt (style #152)
*SHORTS: Khaki tailored style knee-length walking shorts with a minimum 8" inseam
CAPRI'S: Purchased through CCA
BELT: Plain brown or black belt
SHOES: Chapel attire shoes or tennis shoes
SOCKS: Socks or hose with slacks or skirt or white crew socks with tennis shoes
*SWEATER (Optional): Chapel Attire Sweater
SWEATSHIRT: Red, gray or navy (plain or purchased from CCA), worn over CCA polo
JACKET: Fleece or Nylon style purchased from CCA

MIDDLE SCHOOL BOYS CHAPEL ATTIRE

SHIRT: Navy Oxford with school crest (purchased from CCA), short or long sleeves
*SLACKS: Khaki tailored style slacks (not cargo, low waist, or jean style)
BELT: Plain brown or black dress belt
SHOES: Brown or black dress shoes
SOCKS: Brown, black or navy
*SWEATER (Optional): Navy or Red School Apparel acrylic V-neck cardigan, or pullover

MIDDLE SCHOOL BOYS NON-CHAPEL ATTIRE

SHIRT: Red, gray, or navy CCA polo shirt with school crest, short or long sleeves (purchased from CCA)
*SLACKS: Khaki tailored style slacks (not cargo, low waist, or jean style)
*SHORTS: Khaki tailored style knee-length walking shorts
BELT: Plain brown or black belt
SHOES: Chapel attire shoes or tennis shoes
SOCKS: Socks with slacks or white crew socks with tennis shoes
*SWEATER (Optional): Chapel attire sweater
SWEATSHIRT: Red, gray or navy (plain or purchased from CCA), worn over CCA polo
JACKET: Fleece or Nylon style purchased from CCA

*These items may be purchased from CCA or the uniform store listed at the back of this handbook.

**CUMBERLAND CHRISTIAN ACADEMY
UNIFORM POLICY
GRADES K5-5**

ELEMENTARY SCHOOL GIRLS CHAPEL ATTIRE

SHIRT: Red, gray, or navy CCA polo shirt with school crest, short or long sleeves
(purchased from CCA)

The following items are restricted to FRENCH TOAST brand only:

*JUMPER: Knee length Khaki or Navy Jumper [style #1046]

*SKORT: Knee length Khaki or Navy Skort [style #1070]

SHOES: Chapel attire shoes (brown or black or navy flat shoes)

*SWEATER: Navy, Red, or White cardigan or pullover sweater

ELEMENTARY SCHOOL GIRLS NON-CHAPEL ATTIRE

SHIRT: Red, gray, or navy CCA polo shirt with school crest, short or long sleeves
(purchased from CCA)

SLACKS: Navy or khaki Slacks FRENCH TOAST brand only**

SHORTS: Navy or khaki knee length shorts FRENCH TOAST brand only**

SHOES: Tennis shoes Plain white or black w/minimal logo markings

SWEATSHIRT: Red, gray or navy CCA sweatshirt with school crest purchased from CCA

JACKET: Purchased through CCA

*SWEATER: Navy, Red or White cardigan or pullover sweater

ELEMENTARY SCHOOL BOYS CHAPEL ATTIRE

SHIRT: Red, gray, or navy CCA polo shirt with school crest, short or long sleeves
(purchased from CCA)

*SLACKS: Khaki or navy dress slacks FRENCH TOAST brand only

SHOES: Chapel attire shoes

*SWEATER: Navy, Red or White cardigan or pullover sweater

ELEMENTARY SCHOOL BOYS NON-CHAPEL ATTIRE

SHIRT: Red, gray, or navy CCA polo shirt with school crest, short or long sleeves
(purchased from CCA)

SLACKS: Navy or khaki slacks FRENCH TOAST brand only**

SHORTS: Navy or khaki knee-length shorts FRENCH TOAST brand only**

SHOES: Tennis shoes Plain white or black w/minimal logo markings

*SWEATER: Navy or Red cardigan or pullover sweater

SWEATSHIRT: purchased from CCA or solid **PLAIN** Red, Gray, or Navy sweatshirt

Jacket: Purchased through CCA

*These items may be purchased through FRENCH TOAST Uniforms either online or through a retailer carrying this line of merchandise. A limited number of items are available through CCA.

****ABSOLUTELY NO SUBSTITUTIONS WILL BE ALLOWED.**

FOR SAFETY REASONS, HEELEY (SKATE) SHOES ARE NOT ALLOWED.

**CUMBERLAND CHRISTIAN ACADEMY
UNIFORM POLICY
K3 AND K4 STUDENTS**

Pre K GIRLS CHAPEL ATTIRE

Red, CCA polo shirt with school crest, short or long sleeves
(purchased from CCA) with skirt or jumper.

OR

DRESS of modest cut and length (Knee-length)

Pre K GIRLS DAILY/NON-CHAPEL ATTIRE

SHIRT: Collared, buttoned shirt or T-shirt

SLACKS: Jeans or slacks or shorts/skirt/jumper/dress: Knee-length

Children should wear washable, comfortable clothing and substantial shoes. However, no
“character” shirts should be worn.

Pre K BOYS CHAPEL ATTIRE

Red, CCA polo shirt with school crest, short or long sleeves
(purchased from CCA) with jeans or slacks.

Pre K BOYS DAILY/NON-CHAPEL ATTIRE

SHIRT: Collared, buttoned shirt or T-shirt

SLACKS: Jeans or slacks OR shorts: Knee-length

Children should wear washable, comfortable clothing and substantial shoes. However, no
“character” shirts should be worn.

Effective 2008 – 2009, CCA K-5 students are following Uniform Guidelines currently in effect
for Grades 1-5.

Uniform Sources

Any item with the school crest or logo is purchased directly through Cumberland Christian Academy. You may order online through our web site or obtain an order form from the campus secretary. For assistance, you may also contact our corporate office at 770-819-6443.

K5 thru 5th grade students are required to wear French Toast Uniform brand khaki and navy slacks, skorts, and jumpers. Please see specific guidelines on page 29 of this handbook.

Middle and High School girls chapel shirts and skirts are to be purchased through Cumberland Christian Academy.

Note: Uniform slacks and shorts as outlined on page #24 in section 4.6.1, may also be found in the uniform departments of Sears, JC Penney, and other retail stores.

FINAL DECISIONS REGARDING INTERPRETATION OF THE DRESS CODE WILL BE MADE BY THE ADMINISTRATOR/PRINCIPAL.