



Bethel Christian Academy

21 N. Earlton Road Ext.

Havre de Grace, MD 21078

(410) 939-4060

bcaadmin@bethelhdg.com

<http://bethelhdg.com/bethel-christian-academy>

# PARENT AND STUDENT HANDBOOK

## Table of Contents

Letter from the Pastor	1
Admittance	2
Attendance	2
Church Attendance	3
School Program Attendance	3
School Schedule	3
Late Pick Up	3
School Calendar	4
Grading Scale	4
Honor Roll	4
Bible	4
Homework	5
Telephone Use	5
Fire Drills	5
Inclement Weather	5
Transportation	6
Snack/Lunch	6
Automobiles	6
Girls Dress Code	7
Boys Dress Code	8
Graduation Fees	9
Signature Page	10



Bethel Christian Academy exists primarily to assist Christian parents and guardians in fulfilling their responsibility to “Train up a child in the way he should go: and when he is old, he will not depart from it” (Proverbs 22: 6). BCA would like to be a part of encouraging your child to be a true disciple of Jesus Christ. So we thank you, parents and guardians, for the sacrifice you have made to send your child to this school.

The first ten minutes of each day is spent in Bible reading and prayer. Bible classes and Chapel services are held weekly in which students participate in singing praise to God, memorizing Scripture, and studying God’s Word.

We give God the glory for allowing us to have this school. Without His guidance, this school would be no different from any public school. It is with His help that we are able to offer Christian education to your child. We earnestly seek your prayers for our staff and students throughout this school year.

In Jesus Name,

A handwritten signature in cursive script that reads "Pastor Flosser". The signature is written in black ink on a light-colored background.

Pastor Jonathan Flosser

## **School Admittance**

### **Kindergarten**

A child must be **4 years old** on or before September 1 of the school year in which the child applies for entrance to be admitted to pre-kindergarten (K4).

A child must be **5 years old** on or before September 1 of the school year in which the child applies for entrance to be admitted to kindergarten (K5).

### **Prospective students (grades 1-12 )**

All prospective students of Bethel Christian Academy for grades 1 through 12 must submit an admission application as the first step in admission process. The admission application may be found by going to <http://bethelhdg.com/bethel-christian-academy/> and clicking on admission application.

## **Attendance**

Students of Bethel Christian Academy should arrive at school no later than 8:15 AM in order to be present for devotions. Persistent tardiness (seven or more in a nine week period) will result in a thirty minute detention. In order for a tardy to be excused, a note from the parent/guardian must be given to the office listing an unavoidable problem resulting in the child's tardiness.

Excessive absenteeism may result in a student's failure for the academic year. If a student misses 20 or more days throughout the year, he or she may fail for the year. In grades 9-12, if a student misses in excess of 20 days, full credit will not be given in all courses.

In case of absence, a parent/guardian must send in a note to the teacher on the day the student returns explaining the reason for the absence. If a student misses three or more consecutive days, a doctor's note is required.

## **Church Attendance**

It is mandatory that all students attending Bethel Christian Academy attend the church of their choice at least once a week. Chapel services, Bible classes, and Bible memory work are also mandatory.

## **School Program Attendance**

Bethel Christian Academy has an annual school program typically scheduled in May. Attendance at the school program for students is mandatory. Failure to attend the school program may result in the child not being permitted to register for the upcoming school year. Please view the school calendar at <http://bethelhdg.com/bethel-christian-academy/> to see the day and time of this year's program.

## **School Schedule**

School begins at 8:30 AM and dismisses at 2:30 PM. A student should not arrive prior to 8:00 AM and should be picked up by 2:30 PM unless he or she is serving detention or are enrolled in the before/after school care program through Bethel Daycare. Students must be in the classroom by 8:15 AM to allow time to be prepared for devotions which begin at 8:30 AM.

Wednesdays are half days with a 12:30 PM dismissal.

## **Late Pick Up (Child care fee)**

Students must be picked up by 2:40 PM (12:40 PM on Wednesdays). After school childcare fees will be applied according to the times listed above. Fees are \$10.00 per half hour or portion thereof. If your family requires regular after school childcare, please consult Sis. Flosser.

## School Calendar

Bethel Christian Academy academic year is separated into four marking periods. BCA's calendar is located online and may be accessed at:

<http://bethelhdg.com/bethel-christian-academy/>

## Grading Scale

Bethel Christian Academy uses the following grading scale.

A: 93-100

B: 85-92

C: 75-84

D: 70-74

E: 69 and below

## Honor Roll

A Honor Roll requirements: A's in all subject areas and no N's on the progress report.

B Honor Roll requirements: A's and B's in all subject areas; no N's on the progress report.

## Bible

The Bible is the most important textbook in our school. All students are required to have a complete **King James Version** in school every day. Please make certain your student's Bible is in good condition.

## **Homework**

Bethel Christian Academy believes that homework is a necessary and integral part of a child's education. If students use their class time wisely, they will not have an excessive amount of work. Homework will be given throughout the week at the teacher's discretion. All homework slips or planners are to be signed by a parent or guardian.

## **Telephone Use**

Students may use the school phone in case of emergency. Students are permitted to bring cell phones to school; however, the cell phone must be placed in his/her locker or backpack during the school day. Texting and making phone calls on cell phones is not permitted during school hours; nor are cell phones are not permitted in the classroom. Use of a cell phone in school will result in demerits and confiscation of the phone. Continued use will result in a detention or suspension. Bethel Christian Academy is not responsible for any lost or stolen cell phones.

## **Fire Drills**

Fire drills will be held at various times during the school year. Directions for egress are posted in each classroom.

## **Inclement Weather**

If Harford County Public Schools (HCPS) have a delayed opening or closure due to snow or other weather conditions, Bethel Christian Academy will follow suit. If HCPS is delayed 2 hours on a Wednesday, BCA will be closed. On days that HCPS are not in session, but Bethel Christian Academy is, any school related announcements will be made via email. Please provide a current email address to the school.



## **Transportation**

There is no bus service offered at Bethel Christian Academy; however, BCA will try to assist parents with carpool arrangements whenever possible. Parents are to drop off and pick up their children in the hallway or parking lot. Please do not enter the classroom unless you have a scheduled meeting with a teacher.

## **Snack and Lunch**

Snack time is provided to students on a daily basis; students are encouraged to bring healthful snacks. Students must bring a lunch every day. Pizza lunch is offered on Fridays for \$3.00 for one slice and \$2.00 for each additional slice. **NO ENERGY DRINKS ARE PERMITTED IN SCHOOL.**

## **Automobiles**

High school students who have an automobile and drive must drive on and off the grounds in a slow, safe manner. Cars are to be locked, and students are not to get in them until they are ready to leave school. Other students may not sit in a parked car with a student driver or leave the school grounds with them unless a note signed by both sets of parents is on file in the office.

## Dress Code

### Girls

1. Girls in kindergarten (K4/K5) should wear a black, navy, or khaki jumper or skirt with a solid colored polo shirt. Girls in grades 1-12: black, navy, gray, or khaki skirt with a solid colored polo shirt.  
  
\*\*All skirts or jumpers must come to the bottom of the knee and above the ankle.
2. Girls must wear socks, nylons, or tights every day. Socks must match. Tights and nylons should be conservative in nature. Girls may wear leggings and should also be conservative in nature.
3. Girls should wear any casual or flat-heeled shoes for the regular school day. Tennis shoes, including slip-on tennis shoes, moccasins, etc. may not be worn during the regular school day. Tennis shoes may be worn for PE only. Boots are permitted if there is snow or ice on the ground. Sandals, flip flops, or shoes without backs are not permitted.
4. Any color button down sweater or pullover sweater may be worn. Jackets, fleece jackets, and hoodies may not be worn in the classroom.
5. Hair must be kept clean and neat at all times. No unusual or extreme haircuts, styles, or colors are permitted. The school reserves the right to deem what is extreme.
6. No make-up or jewelry may be worn with the exception of one ring and a watch. No body piercing will be permitted.
7. For dress down days, girls may wear a skirt or dress of choice as long as it hits below the knee. Dresses and shirts must have sleeves and must have a neckline that is not revealing. If shirts have messages, they must support a Christian viewpoint. Tank tops or tops with spaghetti straps are not permitted. \*\*Includes all field trips\*\*

## Dress Code

### Boys

1. Boys must wear black, navy, gray, or khaki pants and any solid colored polo shirt. Pants must be worn with a belt at the waist.
2. Boys must wear socks every day. Socks must match.
3. Boys should wear any dress or dress-casual shoes for the regular school day. Tennis shoes including slip-on tennis shoes, moccasins, etc. may not be worn during the regular school day. Tennis shoes may be worn for **PE only**. Boots are permitted if there is snow or ice on the ground. Sandals, flip flops, or shoes without backs are not permitted.
4. Any color button down sweater or pullover sweater may be worn. Jackets and hoodies may not be worn in the classroom.
5. Hair must be kept clean and neat at all times. All hair must be cut above the ears, collar, and eyes. All haircuts must be conservative. No unusual or extreme haircuts, styles, or colors are permitted. The school reserves the right to deem what is extreme.
6. Boys must be clean-shaven at all times.
7. No jewelry may be worn with the exception of one ring and a watch. No body piercing will be permitted.
8. For dress down days, boys may wear pants or jeans that do not have rips/tears or holes. Shirts must have sleeves. If shirts have messages, they must support a Christian viewpoint. Tank tops are not permitted.

**\*\*Includes all field trips\*\***

## **Graduation Fees**

Graduation fee for kindergarten is \$75 per graduate. Graduation fee for seniors is \$100 per graduate. All graduation fees are due by April 1 of the graduating year.

## Signature Page

I have read the Bethel Christian Academy Student Handbook for the 2024-2025 school year. I understand the contents and pledge to do my best to adhere to the rules stated in the handbook.

\_\_\_\_\_ (student name—please print)

\_\_\_\_\_ (student signature)

\_\_\_\_\_ (date)

I have read the Bethel Christian Academy Student Handbook for the 2024-2025 school year. I understand its contents and pledge to encourage my child(ren) to follow the rules as stated in the handbook.

\_\_\_\_\_ (parent name—please print)

\_\_\_\_\_ (parent signature)

\_\_\_\_\_ (date)

\*Updated February 12, 2025