



Kindergarten – 12th Grade

Student Handbook

(24rd Edition – Revised 7/31/2026)

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“Setting a Standard of Excellence” Philippians 1:10

Dear ACS Families,

We are grateful you have chosen to allow us the opportunity to help train your children for the kingdom of God. Please be assured we do not take this privilege and responsibility lightly. It is truly our joy to serve your family throughout this school year. If you have any questions or concerns as the year progresses, please feel free to call or email us at any time.

As you read this handbook, please understand our desire is to maintain a culture that balances the extremes of permissiveness and strictness. We recognize that our standards and guidelines may not always match those practiced in your own home. This does not mean we judge spirituality—either yours or ours—by these policies. One of the great blessings of God’s gift of salvation is Christian liberty, allowing each believer to be led by the Holy Spirit in making personal decisions in areas such as dress, music, and other preferences.

However, as an academic institution, we have prayerfully established guidelines intended to create an effective learning environment while allowing reasonable flexibility and demonstrating the loving grace of God in their application. We welcome your thoughtful feedback as you review this handbook.

Above all, our greatest desire is not simply conformity to rules and policies, but the reaching of our students’ hearts. We want them to know they are loved and that we care deeply about helping them reach their full potential in Christ. Our prayer is that they will see the abundant grace of a loving God modeled through their teachers and administrators. That is our goal this year.

Please pray for us, as we will for you, that this will be a year of growth, success, and blessing for the entire ACS family.

May the grace of our loving and magnificent God be yours,

ACS Administration

Our Call, Our Pledge

Throughout Scripture, God consistently calls His people out. At times He calls them to action, as He did with Moses in Exodus. At other times He calls them to spiritual commitment, as in Ephesians where husbands are called to love their wives as Christ loved the church. In response, God also made promises and pledges to His people.

While we do not presume to stand in the place of God, we do offer the following call and pledge to our students this year.

We Call Our Students To:

- Dedicate themselves to God first and foremost
 - Treat one another with respect and dignity
 - Practice honesty and integrity in their personal lives
 - Demonstrate courteous conduct
 - Respect authority at home, at work, at church, and in their relationship with God
 - Maintain a daily devotional life of Bible study and prayer
 - Do their best in all things, striving to reach their full potential in Christ
 - Exercise their Christian liberty with consideration for weaker believers and for the good of the body of Christ as a whole
-

We Pledge To:

- Love our students and treat them with respect and dignity
- Pray for our students daily
- Model the grace of God in the way we exercise discipline
- Maintain a positive and encouraging spirit in our school environment
- Be prepared each day to teach to the best of our abilities
- Be honest and fair in all our interactions with students
- Do everything possible to help our students reach their God-given potential
- Recognize each student as a wonderful gift from God and never take lightly the privilege we have been given to teach them this year

Contents

1. Purpose and Philosophy.....	8
1.1 Historical Summary.....	8
1.2 Organization and Church Affiliation.....	8
1.3 Statement of Faith.....	9
1.4 Statement on Marriage, Gender, and Sexuality.....	9
1.5 Core Values.....	10
1.6 Expected Student Outcomes.....	11
1.7 General Policy of Cooperation.....	12
2. Admissions Policies.....	13
2.1 Divisions.....	13
Grades K5–5 Admission Policy.....	13
Grades 6–12 Admission Policy.....	14
2.2 Selection of Students.....	14
2.3 Re-admission of Expelled Students.....	14
2.4 Continuous Enrollment Contract.....	14
3. Financial Information and Payment Policies.....	15
4. Facilities and Grounds.....	15
4.1 Care of Property.....	15
4.2 Off-Limits Areas.....	16
5. Attendance Policies (General).....	16
5.1 Middle/High School Absences.....	17
5.2 Make-Up Work (standards and procedures).....	17
5.3 Tardies (K5-12).....	17
5.4 School Day Arrival and Dismissal.....	18
5.5 Before & After School Care (offered at Graham Campus Only).....	18
5.6 Closed Campus Policy.....	19
5.7 Campus Visitors.....	19
5.8 Withdrawal from School.....	19
6. General Information.....	19
6.1 Chapel.....	19
6.2 Educational Opportunities, School Trips and Competitions.....	19
Field Trips.....	19
Fine Arts Performances & Competition.....	19
Retreat.....	20
Junior Trip.....	20
Senior Trip.....	20
College Visits.....	20

6.3 Fundraising.....	20
6.4 Health and Safety.....	21
6.5 Library/Internet/Computers.....	22
6.6 Lockers (Grades 6-12).....	23
6.7 Lost and Found.....	23
6.8 Lunch Program.....	23
6.9 Office Hours.....	23
6.10 Parent-Teacher Conferences.....	24
6.11 Student Drivers and Parking Permits.....	24
6.12 Personal Electronic Devices.....	24
6.13 Transportation and Traffic Patterns.....	25
6.14 Weather-Related Closings.....	25
6.15 Communications.....	25
6.16 Consent to Release Photo/Image.....	25
6.17 Solicitation.....	26
7. Academic Information (Accreditation/Certification).....	26
7.1 Drop/Add Procedure (Grades 9-12).....	26
7.2 Dual Credit Opportunities.....	26
7.3 Early Release.....	26
7.4 Examination Policy.....	27
7.5 Grading Scales, Report Cards, and Progress Reports.....	27
7.6 Graduation Requirements for High School.....	28
7.7 Homework Policy.....	28
7.8 Awards and Special Honors.....	29
7.9 Probation (Academic).....	30
7.10 Promotion & Summer School.....	30
7.11 Student Records.....	31
7.12 Standardized Testing.....	31
8. Dress Guidelines.....	31
8.1 Elementary Dress Guidelines (K5-5th Grade).....	31
8.2 Middle/High School Dress Guidelines (Grades 6-12).....	32
8.3 Dress Code Exceptions (Field Trips, Games, Special Events).....	33
9. Behavior and Discipline Guidelines.....	33
9.1 Philosophy.....	33
9.2 Student Relationships.....	34
9.3 Property and Horseplay.....	34
9.4 Prohibited Articles.....	34
9.5 ACS Anti-Bullying Policy.....	34
9.6 Discipline System (Grades 6-12).....	36

Demerit Accumulation.....	37
Detention Hall.....	38
Suspension.....	38
9.7 Discipline System (Grades K5-5th).....	39
Classroom Management.....	39
Demerit Accumulation (Elementary).....	39
Elementary Demerit Guidelines.....	39
10. Extracurricular Activities.....	40
10.1 Participation.....	41
10.2 Eligibility.....	41
10.3 Programs Offered.....	42
10.4 Officers--Class (Gr. 9-12) and Student Body.....	42
10.5 Parties and Junior-Senior Banquet.....	43
11. Closing Comments.....	44
Alamance Christian School Distinctives.....	44

1. Purpose and Philosophy

Mission Statement

ACS is a community Christian school assisting Christian families through excellent academics, arts, and athletics from a biblical worldview in a nurturing environment so that all students might reach their God-given potential.

To assist Christian homes in areas of education that are often difficult to provide alone, ACS seeks to offer a thorough and balanced learning experience grounded in the Word of God as the source of all truth. This includes policies, procedures, and programs designed to encourage students not only to acknowledge God as their holy and sovereign Savior, but also to honor Him consistently in their daily lives.

Our philosophy of education further guides our admissions policies, faculty selection, and standards of conduct and dress so that we cultivate an atmosphere conducive to the spiritual, mental, social, and physical development described in Scripture. While we cannot guarantee outcomes, we strive to provide opportunities for success as defined by God's Word by challenging students to give their best effort in every area of growth for the glory of God and the good of others.

ACS extends the same God-centered worldview taught in Christian homes and churches—something secular educational institutions are unable to provide because biblical truth is excluded from their instruction.

Finally, Alamance Christian School fulfills its purpose through the harmony of faith and learning, accomplished by Christian teachers using a Bible-integrated curriculum in an environment where the presence and work of the Holy Spirit are welcomed.

1.1 Historical Summary

In 1969, concerned parents and pastors founded Alamance Christian School with 110 students in grades one through eight. One grade level was added each year until ACS graduated its first senior class in 1974.

Since that time, the school has steadily grown into an established ministry with a clear and unapologetic testimony, a respected voice in Christian education, and an ever-strengthening commitment to our motto: *"The Pursuit of Excellence Through Christ."*

1.2 Organization and Church Affiliation

ACS is an independent, non-denominational, nonprofit, educational, state-chartered corporation governed by a self-perpetuating Board of Directors composed of members from several local Bible-preaching churches. Although ACS is not a church-operated school, it is supported monthly through the home-missions programs of some area churches.

In accordance with the teaching of Scripture, the school recognizes the local church as God's primary institution for the edification of believers, the equipping of Christian homes, and the evangelizing of the lost. Therefore, we seek to maintain a spirit of cooperation and mutual understanding with the churches represented in our student body.

To preserve unity, the following doctrinal areas are left primarily to the teaching and authority of the home and the local church:

- Church government, authority, and discipline
- Foreknowledge, election, and predestination
- The timing and mode of baptism
- The timing of future events (rapture, millennial views, etc.)
- Bible translations — While we recognize that various translations are used by supporting churches, for the sake of classroom uniformity ACS uses the King James Version (KJV) and the New King James Version (NKJV) for memorization and testing

In keeping with this policy, board members, students, teachers, and parents should not promote denominational positions regarding these areas within the school. Our desire is to remain united in the salvation and love of Christ, avoiding division that may arise from pressing theological distinctives.

Individuals who repeatedly disregard this policy will be warned, and continued violations may result in the Board requesting their withdrawal or resignation from Alamance Christian School.

1.3 Statement of Faith

- There is one God eternally existing in three persons—the Father, the Son, and the Holy Ghost.
- The Holy Scriptures are verbally inspired by God and are our only infallible rule of faith and practice.
- Jesus Christ died, shedding His blood for our sins, and was bodily raised from the dead for our justification.
- He will return visibly and bodily with power and great glory.
- Man is by nature and practice a sinner separated from God and can become God's child only by faith in Jesus Christ and submission to the will of God as revealed in the Gospel.
- Those who are thus born into God's family have eternal life, and those who are not, remain in spiritual death and will be separated from God forever in Hell.
- The Holy Spirit lives in the believer and enables him to walk in purity of life and submission to the will of God.
- The spiritual unity of the believers is in our Lord Jesus Christ.

1.4 Statement on Marriage, Gender, and Sexuality

We believe that God created male and female, and that these two distinct, complementary genders together reflect the image and nature of God (Genesis 1:26–27). We believe that God wonderfully and immutably creates each person as either male or female at the time of conception, and that all conduct with the intent to adopt a gender other than the biological gender of one's birth is immoral and therefore sinful. Rejection of one's biological sex is a rejection of the image of God within that person. Because of this belief, we will refer to all students and faculty with the pronouns associated with their biological gender. At Alamance Christian School, any efforts to deny one's biological sex through, for example, modes of dress, chemical intervention, or surgical procedures are impermissible.

We believe that the term “marriage” has only one meaning: the uniting of one biological man and one biological woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We believe that God has established marriage as a lifelong, exclusive relationship between one biological man and one biological woman only. We believe that God intends sexual intimacy to occur only between a biological man and a biological woman who are married to each other. We believe that all intimate sexual activity outside the marriage relationship, whether heterosexual or homosexual, or otherwise, goes against God’s intended purpose (Genesis 2:18–25; Romans 1:18–31; 1 Corinthians 6:18, 7:2-5).

We believe that any form of sexual immorality, including adultery, fornication, homosexual behavior, bisexual conduct, incest, and the use of pornography is sinful and offensive to God. Matthew 15:18–20; 1 Corinthians 6:9–10.

We believe that in order to preserve the function and integrity of Alamance Christian School as part of the Body of Christ, and to provide a biblical role model to the Alamance Christian School students, families, and community, it is imperative that all persons employed by Alamance Christian School in any capacity, those who serve as volunteers, students, and families agree to abide by the school’s statements and policies on Marriage, Gender, and Sexuality (Matthew 5:16; Philippians 2:14–16; 1 Thessalonians 5:22).

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. Acts 3:19–21; Romans 10:9–10; 1 Corinthians 6:9– 11.

We believe that every person should be afforded compassion, love, kindness, respect, and dignity (1 Corinthians 13:1–8; John 13:34–35; Mark 12:28-31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture or the philosophy of Alamance Christian School.

1.5 Core Values

Like all organizations and educational institutions, ACS regularly faces difficult decisions. To guide our choices, we have identified a clear set of core values — the standards toward which we continually strive. While we recognize these ideals are not always easy to achieve, pursuing them strengthens our judgment and clarifies our purpose.

- ***To apply God’s truth in our daily lives is our ultimate goal.***

It is our desire to learn God’s truth and be transformed by it daily. We know this will occur only as we apply His truth moment by moment, empowered by the Holy Spirit.

“But be doers of the word, and not hearers only, deceiving yourselves.”
(James 1:22)

- ***A passion for excellence will be evident in all that we do.***

Jesus gave His best for us; our lives will be gifts back to Him. We will demonstrate a passion for excellence in our relationship with Christ, in our relationships with each other, in academics, in athletics, in the arts, in our work ethic, and in every area of our lives.

“And whatever you do, do it heartily, as to the Lord and not to men.”
(Colossians 3:23)

- ***To serve others is a choice we make every day.***

Jesus modeled and commanded that we serve one another. As we serve others, we not only minister to them, but our hearts also grow as well. A heart willing to serve is a pre-requisite for being a true servant leader.

“Yet it shall not be so among you; but whoever desires to become great among you, let him be your servant.”
(Matthew 20:26)

- ***We will appreciate the uniqueness of each student as designed by God.***

We are all created in God’s image. We can only grow and develop to our full potential as we learn from and love people who are not like us.

“I will praise You, for I am fearfully and wonderfully made; marvelous are Your works, and that my soul knows very well.”
(Psalm 139:14)

- ***We will build a community of love and grace.***

As recipients of God’s grace, we will show grace to others. This will manifest itself in countless ways including kindness, encouragement, forgiveness, and love for those we encounter every day.

“A new commandment I give to you, that you love one another; as I have loved you, that you also love one another. By this all will know that you are My disciples, if you have love for one another.”
(John 13:34-35)

1.6 Expected Student Outcomes

As we pursue our vision, ACS designs its curriculum, programs, learning opportunities, and environment to encourage student growth in three areas: spiritual formation, academic/intellectual development, and cultural engagement.

Spiritual Formation

Students will:

- Experience God’s love and understand that He has a plan and purpose for their lives
- Know, love, and serve God while making Him known to others
- Grow in character, spiritual discernment, and wise decision-making in all areas of life
- Participate in and value involvement in a local Christian community beyond the school

- Pursue lives marked by faith, goodness, knowledge, self-control, perseverance, godliness, brotherly kindness, and love through the work of the Holy Spirit

Academic / Intellectual Development

Students will:

- Develop strong foundations in all academic disciplines and communicate effectively through reading, writing, speaking, listening, and thinking
- Think critically, research carefully, analyze information, draw sound conclusions, and make wise decisions
- Demonstrate the knowledge and skills necessary to pursue their chosen college and career goals

Cultural Engagement

Students will:

- Humbly influence others through faith, compassion, and service
- Demonstrate relational maturity and cooperate effectively with people from diverse backgrounds
- Understand, evaluate, and respond to cultural ideas through a biblical worldview
- Pursue their individual gifts and passions while striving for excellence for Christ's influence in the world

These Expected Student Outcomes expand upon the ACS Vision, Mission, and Motto. Recognizing that these goals are high, the Board, Administration, and Faculty commit themselves to faithfully pursuing them, trusting that all true accomplishment comes only through God's protection, provision, and blessing.

1.7 General Policy of Cooperation

For the school to accomplish its purpose of assisting Christian parents in the education and training of their children, it is essential that families who enroll their students understand and cooperate with the following expectations:

- Families should faithfully attend a local church whose pastor is not in disagreement with the school's Statement of Faith.
- While students are at school, responsibility for their discipline rests with the school. In certain situations, after prior efforts to restore proper behavior have not been successful, the school may request parental involvement in administering discipline.
- The school administration retains the responsibility of placing each student in the grade level that best serves the long-term interests of both the child and the class. Parents will be consulted in this process.
- **Grievances:** Parents' cooperation, both in action and spirit, is essential, especially in communication with others. When concerns arise, we ask parents to follow the biblical pattern outlined in **Matthew 18:15–17**, **Galatians 6:1**, and **I Corinthians 6:1–8**.

- Concerns involving a teacher or staff member should first be addressed privately with that individual.
- If the matter is not resolved, it should then be brought to the administration.
- If resolution is still not achieved, a meeting with the Board's Grievance Committee will be scheduled.

A divisive or disruptive spirit cannot be permitted in the school community, and continued unwillingness to cooperate may result in withdrawal from the school.

- The school reserves the right to dismiss any student who does not abide by its standards, fails to cooperate in its educational program, or whose financial obligations remain unpaid after the due date (see current Financial Information Sheet for details).
- If a student is unable to adjust to the school's program, parents should withdraw the student in a respectful manner rather than attempt to alter the program at the expense of the class.
- Students are expected to participate in scheduled field trips and class activities unless providentially hindered.

2. Admissions Policies

General

To ensure this ministry effectively fulfills its purpose, ACS limits admission primarily to students from Christian families who enroll their children by conviction and agree to cooperate with the programs, procedures, and principles outlined in our Statement of Faith. ACS also admits students whose families faithfully attend a Bible-preaching church in agreement with our Statement of Faith. Applications not meeting these standards will be reviewed by the Board of Directors on a case-by-case basis.

2.1 Divisions

Grades K5–5 Admission Policy

Kindergarten applicants are assessed to determine physical, mental, and emotional readiness for school. We believe children should not begin formal academics until they are prepared or required by law. (K5 students must be five years old by August 31.)

Because our curriculum is designed for average learners:

- Grade 1 applicants will be verbally evaluated to determine placement.
- Grades 2–5 applicants must submit their most recent standardized achievement test, if available.
- Parents should provide as complete an academic history as possible.
- All applicants will take the school's entrance assessment to confirm grade placement and identify strengths and weaknesses.

The school reserves the right to deny admission if academic deficiencies exceed the capacity of our curriculum or staff to address effectively. Generally, students who are two years above the normal age for a grade level will not be considered. A history of significant behavioral concerns that would disrupt the academic environment may result in denial of admission or placement on disciplinary probation.

While the school will guard against pressuring students to make a profession of faith, regular exposure to the Word of God will occur in keeping with our mission and purpose.

Grades 6–12 Admission Policy

Applicants for grades 6–12 must meet general, academic, and disciplinary standards. Although most students come from Christian homes, not all have personally trusted Christ; therefore, the gospel is regularly presented to help students understand their spiritual need and faith in Him.

Students should demonstrate a willingness to attend ACS and a cooperative attitude toward school guidelines. The Admissions Committee may assign probationary status to secondary students with academic or character concerns.

2.2 Selection of Students

Alamance Christian School admits students of any race, color, national, or ethnic origin to all rights, privileges, programs, and activities generally offered at the school. The school does not discriminate on the basis of race, color, national and ethnic origin in the administration of educational policies, admissions policies, scholarship programs, or athletic and other school programs (**I Corinthians 10:32–33; Romans 2:28–29; Galatians 3:26–29**).

Students will be accepted on a first-come, first-served basis as space allows, provided admissions requirements are met. Failure to disclose past academic or disciplinary problems during the interview process constitutes a breach of good faith and may result in denial of admission or withdrawal after acceptance.

2.3 Re-admission of Expelled Students

Students expelled or required to withdraw may apply for re-enrollment after two full semesters. Applications must include favorable recommendations from the student's pastor and two unrelated adults.

Note: Expelled students may not be on school property without prior administrative approval.

2.4 Continuous Enrollment Contract

A parent or guardian signs a Continuous Enrollment Contract stating the student will remain enrolled until graduation unless written notice to withdraw is submitted. (See Continuous Enrollment Contract for details.)

3. Financial Information and Payment Policies

The school strives to keep costs to parents as low as possible; therefore, prompt payment of all accounts is essential. Timely payments enable the school to meet its financial obligations.

Tuition may be paid annually, semi-annually, or monthly (ten, eleven, or twelve payments). All families are required to enroll in FACTS Tuition Management for tuition payments.

Payments returned due to Insufficient Funds (NSF) will be reversed to the family's account. In addition to applicable late fees and finance charges, a \$30.00 NSF fee will be assessed for each returned payment.

The school reserves the right to dismiss any student whose financial obligations remain unpaid 30 days after the due date. Student records and transcripts will not be released until all outstanding balances are paid in full. If a pattern of late payments requires frequent reminders, the school may require advance payment by semester as a condition for re-enrollment for the following academic year.

If a student withdraws before the completion of the school year, the family remains responsible for all tuition and fees through the end of the month of withdrawal, calculated on a standard 10-month payment plan.

Any account with a past-due balance as of February 23, will lose priority for re-admission, with preference given to new applicants. Additionally, no student whose parent or guardian has an outstanding tuition balance will be re-admitted for the following academic year unless the balance is paid in full by June 30.

Senior accounts must be paid in full by May 15, in order to receive a diploma at graduation.

If a payment cannot be made by the due date, families should contact the Business Office by phone or in person to discuss arrangements.

(See Current Tuition and Fee Schedule for updated information.)

4. Facilities and Grounds

People ultimately shape an institution, yet facilities greatly influence its efficiency, potential, and overall atmosphere.

4.1 Care of Property

Respect for the appearance and upkeep of our campus is important. Students are expected to help care for school property by refraining from:

- Sitting on desks or tables

- Defacing or damaging property
- Throwing objects indoors
- Littering
- Forcing locked doors or cabinets

The school cannot assume financial responsibility for student carelessness. Any accidental or intentional damage to school property will require the student to pay for repair or replacement at the discretion of the School Board (**Exodus 22:5–6**).

4.2 Off-Limits Areas

For the protection of students, property, and personal belongings, the following areas are off-limits unless permission is granted by a staff member or an official activity is scheduled:

- Parking lots during school hours
- School office
- Teachers' desks
- Library (without supervision)
- Teachers' lounge
- Preschool building
- Classrooms other than the student's assigned room
- Lockers or vehicles belonging to others
- Concession areas, storage areas, and shop building

Students should not remain in the classroom building during lunch without permission. For safety reasons, students should not be on campus when school is not in session unless supervised by a staff member.

5. Attendance Policies (General)

Regular attendance is essential for academic progress. Absences and tardies should be avoided whenever possible.

Excused absences include:

- Illness or injury
- Quarantine
- Death in the immediate family
- Medical or dental appointments
- Court proceedings
- Educational opportunities (prior approval required)
- Emergencies

Limited family trips may be excused if the student is passing all classes and a pre-planned absence form is completed in advance.

When a student returns after an absence, a written note or email must be submitted to the school office on or before the day of return stating the date and reason for the absence as required by state law. Failure to provide documentation will result in an **unexcused absence** and applicable academic penalties.

Attendance requirements:

- Elementary students must be present **3½ hours** or more to be counted present for the day
- Middle and high school students must arrive by **10:00 AM** to be counted present

Students exceeding **20 absences in a year** may be required to attend summer school or repeat a grade if deemed in their best interest. The principal will contact parents regarding attendance concerns.

5.1 Middle/High School Absences

- Students may not miss more than **five class periods** of any one class during a nine-week grading period except for school-sponsored activities or college visits
- Missing more than **15 minutes** of a class counts as an absence
- More than five unexcused absences in a class results in a **10-point grade reduction** for that grading period
- More than **20 absences in a class** during the year will result in loss of extracurricular participation and possible failure or summer school regardless of grades
- Time spent in the sick room counts as a class absence

5.2 Make-Up Work (standards and procedures)

Students generally have **twice the number of days absent** to complete missed work. Teachers will determine the due date based on this guideline.

For grades 9–12, students are responsible for contacting teachers about missed assignments, tests, quizzes, and projects. Extended illnesses documented by a doctor's note will be considered individually. Work not submitted by the deadline will receive a zero unless unusual circumstances justify a brief extension.

5.3 Tardies (K5-12)

Arrival after the **8:00 AM bell** is considered tardy. Students must sign in at the office and obtain a pass to class.

- More than three unexcused tardies per nine weeks results in a **\$5 fine per family**
- A doctor's note is required to excuse medical or dental tardies
- Three unexcused tardies equal one absence for perfect attendance purposes

5.4 School Day Arrival and Dismissal

Arrival: All campuses begin at 8:00 AM

Dismissal – Graham Campus (staggered):

- K5–1st 2:40 PM
- 2nd–3rd 2:45 PM
- 4th–5th 2:50 PM
- 6th–12th 3:00 PM

Dismissal – Burlington Campus:

- K5–5th 2:45 PM

5.5 Before & After School Care (offered at Graham Campus Only)

Before School Care

ACS does not offer a before-school care program. Campus doors open daily at **7:30 AM**.

After School Care (K–8th Grade)

- Limited to **40 students** (waitlist maintained)
- Operates from dismissal until **5:30 PM**
- **Fee:** \$200 per month per student (9 payments: Sept. 10–May 10 through FACTS incidentals)
- Flat monthly rate regardless of hours used
- Enrollment is for the full school year; withdrawal forfeits the student's spot for the remainder of the year
- Payment must be made through automatic FACTS payment; nonpayment results in dismissal from the program
- Not offered on half days, teacher workdays, or holidays

Late Pickup & Conduct

- \$1 per minute after 5:30 PM
- Repeated late pickup or three behavior incidents results in dismissal

Unregistered Use

- Students not enrolled but placed in after care will incur a **\$25 convenience fee** charged to the family account.

5.6 Closed Campus Policy

For student safety, ACS operates a closed campus. Students must remain on campus from arrival until dismissal unless the office verifies parental permission by note or phone. Leaving campus without checking out will result in discipline.

After 8:00 AM, all parents and visitors must sign in at the main office before visiting classrooms or lunch.

5.7 Campus Visitors

Alumni, family members, and prospective students are welcome, but visits must be scheduled through the office in advance. Visitors will receive a pass and are expected to follow school dress and conduct standards.

5.8 Withdrawal from School

Parents must notify the office in writing if a student withdraws.

Records will be released to the new school upon request once all financial obligations are met. Book and registration fees are non-refundable. Tuition for the withdrawal month is due before records are sent. All textbooks, uniforms, equipment, and materials must be returned on the student's last day.

6. General Information

6.1 Chapel

Weekly chapel services are an important part of school life and are designed for the spiritual growth of our students. While chapel is not a church worship service, the Bible is taught clearly and thoughtfully. We invite speakers from local churches, visiting missionaries, college representatives and ministry groups, Christian professionals, and others who can help equip our students for faithful service and ministry in their generation.

6.2 Educational Opportunities, School Trips and Competitions

Field Trips

Educational field trips are planned for each grade level and expected for all students unless providentially hindered. Students represent the school and must demonstrate proper behavior. Elementary parents are welcome to attend and may be asked to assist as group leaders. Parents who serve in this capacity must adhere to the Parent Chaperone Guidelines. Siblings are not permitted to attend grade specific field trips.

Fine Arts Performances & Competition

All elementary, middle, and high school fine arts performances and competitions are required as part of any fine arts class. Specific performance expectations will be communicated prior to all performances and competitions.

Retreat

During the week of Labor Day, students in grades 6–12 attend a school retreat designed to begin the year with a strong spiritual focus. The retreat also provides valuable time for strengthening friendships and welcoming new students into the school community.

Detailed information, including location and packing instructions, is distributed in late August. The retreat is a required school event. Absences will be considered unexcused unless supported by a doctor's note.

Junior Trip

Each year, the junior class participates in an educational trip to a scientific or historical destination. Students may offset much of the cost through approved fundraising efforts (see Section 6.3, Fundraising).

Because this trip is curriculum-based, students who do not attend will be assigned an alternate graded project. To ensure fairness to the class, any student who chooses not to participate must notify the administration by the Friday following the High School Retreat. Students who do not meet this deadline will be responsible for their share of the trip expenses.

Senior Trip

As a capstone to their high school years, the ACS seniors take a class trip for no more than six days and five nights. If the trip covers a Sunday, they must attend a Bible preaching church or conduct their own service. Those seniors who attend pay for their expenses from class fundraisers (See section 6.3 Fundraising) and/or from their own resources.

Students who choose not to attend this class trip will be responsible to pay their portion of the expenses if they do not inform the administration prior to the end of the first quarter of the school year.

College Visits

Excused with a completed planned absence form and signed verification from the college admissions office.

6.3 Fundraising

The school's position is that operational expenses should not depend on the unpredictable nature of fundraising but should be supported through tuition and faithful, systematic giving. In order to keep tuition as affordable as possible while maintaining a high-quality program, selected fundraising efforts may be used to support capital improvements and the refinement or expansion of programs and facilities.

All fundraising activities conducted by classes, teams, or other school groups must receive prior administrative approval and must not conflict with other school events. Funds raised for a designated purpose must be used exclusively for that purpose.

For specific class or group events, funds may be allocated among participants based on their involvement in the fundraiser. However, any monies raised beyond an individual's required amount

will be applied to the overall expenses of the event or cause and may not be refunded to any student or family. Fundraising activities may not be used for personal financial gain.

6.4 Health and Safety

Fire and Health Inspections

Inspections are conducted once each school year by the Alamance County Fire Marshal's Office and the Alamance County Health Department.

Accidents and Insurance

A student accident insurance program is provided for students through the school. If an accident happens on school grounds or at any school sponsored activity, the students are covered by secondary insurance policy up to \$25,000. Accidents requiring a phone call to parent or emergency services require a Student Accident Report. This is logged in the Student Services office and a copy is placed in the student's cumulative folder.

Health Records

In accordance with state law, all new Kindergarten and first-grade students must complete a kindergarten health assessment prior to beginning school. Students enrolling in a traditional school setting for the first time—such as those transitioning from homeschooling to full-time enrollment at ACS—are also required to submit a current physical examination.

State regulations require that all students be up to date on immunizations before the start of school. Required booster immunizations apply to students entering K5, 7th grade, and 12th grade. ACS recognizes and accepts state-approved religious and medical exemptions to immunization requirements.

Sickness and Medication

Any student whose temperature is 100 degrees or more, or who complains of nausea within a 24-hour period prior to school, should not be sent to school. If the child develops a fever or begins to exhibit symptoms, parents will be called and asked to promptly come for their child. Students must be fever free without medication for 24 hours prior to returning to school.

If a child must take medication during the school day, students are required to give the medication and parent instructions to the office upon arrival at school. *It is understood that parents will hold ACS harmless for administering medicine as directed by parents.*

ACS Policy Regarding Lice

When a designated staff member along with an assistant confirms that a student has lice while at school, the school will notify the parent to come pick up their child from school. They will need to be treated and provide proof of purchase of the treatment solution, before returning to school.

If the designated staff member confirms that a student only has nits/eggs, the student may remain at school. The parent will be notified by a phone call or written note delivered to the adult picking up the student from school.

When a case of lice is reported by a parent and not found at school, we will ask the parent to provide a picture of the lice and provide proof of purchase of the treatment solution, before returning to school.

In the case of unconfirmed lice, in other words, the parent found something in their child's hair and is not sure that it is a nit/egg or other evidence of lice; it would be up to the parent as to whether or not to treat their child. The school would not require proof of treatment.

In any of these situations the school will notify the parents as a courtesy of the case with actions that need to take place, if any. We will take extra measures of cleaning when necessary. The school reserves the right to check or re-check students for lice.

Emergency Operations Plan

ACS maintains an Emergency Response Team to prepare for and respond to any crisis or emergency affecting the school.

If a situation arises that requires evacuation of either campus, students will be relocated to Greenway Park Baptist Church, located near the Graham campus. Should the nature of the emergency require relocation farther from the Graham campus, students will be transported to the Burlington campus at 2420 Corporation Parkway, Suite H, Burlington, NC 27215.

In the event of an emergency, every effort will be made to communicate with parents as quickly as possible through the school's parent communication system. For the safety and efficiency of emergency personnel, parents are asked not to call the school or come to either campus. Phone lines must remain open for emergency use, and access to the campus may be restricted.

6.5 Library/Internet/Computers

To support and validate the academic work of the school, the library may include certain books that ACS does not fully endorse in every respect. However, no materials will be permitted that violate the principles of God's Word or portray such violations in a favorable light. Concerns about library materials should be brought privately to the attention of the school librarian.

- Elementary students may check out books for one week.
- Middle and High School students may check out books for two weeks.
- Overdue books incur a fine of \$0.25 per day. Students may not check out additional materials until overdue books are returned and fines are paid.
- Reference books and magazines are for in-library use only.
- Lost or damaged books must be paid for promptly so replacements can be ordered.

Acceptable Use Policy for Computers at ACS

Technology access at ACS is provided to support research and academic assignments. This access is a privilege, not a right, and requires responsible and respectful use. Students are expected to exercise care with all hardware and software, demonstrate courtesy toward others, and comply with all established guidelines.

The following actions are prohibited:

- Copying or distributing school-licensed software without authorization.
- Installing software on school devices or network accounts without permission.
- Damaging or vandalizing hardware or software.
- Removing hardware or software without authorization.
- Accessing chat rooms, instant messaging, or any form of social media.
- Using disrespectful or abusive language, verbally or electronically.
- Harassing, insulting, or attacking others via email or websites.
- Misusing private network accounts or school servers.
- Sending, accessing, or displaying offensive material.
- Attempting to bypass security systems or access unauthorized systems.
- Using another person's password or account.
- Accessing accounts without proper registration or faculty permission.
- Accessing, altering, or deleting another person's files or work.

Misuse of computing, networking, or information resources may result in loss of technology privileges and may lead to additional disciplinary or legal consequences.

ACS limits and monitors student internet access and reserves the right for system administrators to electronically monitor devices, programs, email accounts, and documents to ensure compliance with school policies.

6.6 Lockers (Grades 6-12)

Students in grades 6–12 are required to use their assigned lockers and are responsible for keeping them clean and orderly. Tape or other adhesive materials that leave residue may not be used; magnets or reusable adhesive products are permitted. Open food or drinks are not allowed in lockers.

Students may not display pictures of movie stars, musicians, or public figures of questionable character. The administration reserves the right to require the removal of any items deemed inappropriate or unwholesome.

Lockers are school property and may be inspected at any time, without notice, by administration or maintenance staff. Students may not access another student's locker. For safety reasons, nothing may be stored on top of lockers.

Hall shelves are not to be used as lockers. Only lunch boxes, gym bags, musical instruments, or items too large to fit inside lockers may be placed there. Students may not change lockers without permission from the office. If a student uses a lock, a copy of the key or the lock combination must be provided to the office. Unauthorized items may be retrieved from the office.

6.7 Lost and Found

Unclaimed items are kept in a designated location and discarded after several weeks. Anyone taking items that do not belong to them will be disciplined for stealing.

6.8 Lunch Program

Meals are ordered online through My Hot Lunchbox. Microwaves are available for food brought from home.

6.9 Office Hours

The ACS Office is open from 7:30 A.M. until 4:00 P.M. each regular school day. Please call the office at (336) 578-0318 if you would like an appointment with a member of the administration or if you have any questions.

6.10 Parent-Teacher Conferences

Appointments are encouraged. Teachers are generally available until 3:30 PM but may have duties after school.

6.11 Student Drivers and Parking Permits

Driving is a privilege.

Requirements:

- Approved driving form obtained from the Office of Student Services
- Park in assigned areas according to classification
- Display permit (seniors)
- Reckless driving penalties: warning → 2-week suspension → revoked privilege

Unauthorized vehicles may be towed at the owner's expense.

6.12 Personal Electronic Devices

Alamance Christian School seeks to help students become wise and discerning users of modern technology. While recognizing the benefits of personal devices, ACS also acknowledges their potential to disrupt learning, compromise academic integrity, and bypass school internet safeguards. To maintain an optimal educational environment, the following policies apply:

Elementary (K5-5th Grade)

Cell phones, smart watches, tablets, and other personal electronic devices are not permitted during the school day. All devices must remain in the student's backpack.

Middle/High School (Grades 6-12)

- Cell phones and smart watches may not be used during school hours (8:00 a.m.–3:00 p.m.).
- Students must turn in all cell phones and smart watches to their homeroom teacher each morning. Devices will be secured in the classroom phone locker and returned at the end of 7th period.
Cell phones may be permitted on school trips or activities unless otherwise specified.
- Violations of this policy will result in appropriate demerit penalties.

- Any device used—or suspected of being used—for inappropriate communication, social media activity, internet searches, academic dishonesty, or accessing questionable material is subject to confiscation. Administration may prohibit the student from bringing the device to campus for the remainder of the semester or for a designated period of time.

After School Care

Cell phones and other electronic devices are not permitted during after school care. All devices must remain in the student's backpack.

6.13 Transportation and Traffic Patterns

Parents who drop off or pick up children from school are asked to follow the campus traffic pattern. Drivers are not allowed to park and leave the car while in the traffic pattern. Drivers must park in designated areas if there is a need to enter the building. The speed limit during school hours and after-school activities is **15 mph** for the safety of pedestrians. Please do not block the preschool entrance driveway. The vehicles of violators may be towed away at the discretion of the property owner and at the expense of the vehicle owner. *Use of cell phones is prohibited while driving on school property.*

6.14 Weather-Related Closings

The Parent Alert system is used to notify you of weather-related closings via text/phone call. You may also check the school website (www.alamancechristianschool.org), FOX 8 News, Facebook, and ACS App.

In general, we follow ABSS closures, though delays or early dismissals may differ.. We will do our best to give you as much advance notice as possible. Parents are to use their own discretion in making a final decision considering their road conditions.

6.15 Communications

- FACTS Family Portal
- Parent Alert – Text, Email, Voice Messages
- Facebook
- Instagram
- ACS Website
- ACS App
- Warrior Weekly Newsletter

6.16 Consent to Release Photo/Image

Alamance Christian School uses internal and external media to highlight the PreK-12 experience in a variety of ways, which may include the use of photographs and videos of students. For example, student images may be published or displayed in printed materials (such as brochures and newsletters), videos, school websites and social media, and information about school events and activities provided to external organizations and media outlets. While your child's name may

accompany the photo or video, no last name or address will be included with your child's picture when published on the Web.

Parents may deny permission for any display or publication of their child's image. You should request this option if you do not want your child's photograph to be used on the ACS website/social media, or school publications, or in release to external organizations (such as PTA and booster clubs) or the media. You may opt out by submitting in writing a "Do Not Publish" request to the ACS school office.

6.17 Solicitation

ACS does not allow the soliciting of anything on school property without the explicit permission of the administration. This includes the sale of items, the distribution of literature and the circulation of petitions. Church announcements for special meetings may be placed on the hall bulletin board by the office personnel.

7. Academic Information (Accreditation/Certification)

Alamance Christian School (ACS) is registered with the North Carolina Office of Non-Public Education as a private educational institution. ACS is accredited by the Association of Christian Schools International and Cognia.

Our curriculum meets or exceeds state requirements and aligns with general college admission standards for most public, private, and Christian colleges and universities. ACS graduates have successfully completed degrees at a wide range of higher education institutions. ACS teachers hold certification through the Association of Christian Schools International.

7.1 Drop/Add Procedure (Grades 9-12)

Students wishing to drop or add a course must submit a written request from a parent granting permission for the change. Course changes must be completed within the first two weeks of school. After that time, schedule changes will only be considered if educational or psychological testing indicates that moving from a college preparatory level to a technical level section is in the student's best long-term interest.

7.2 Dual Credit Opportunities

Juniors and Seniors may enroll in dual enrollment courses provided they meet the following criteria:

1. Passing grades in all subjects and a minimum cumulative GPA of 3.0.
2. The course does not interfere with their ACS schedule.
3. The course does not replace required ACS core or Bible classes (see exceptions below).

Dual enrollment courses are generally classified as electives. Exceptions may include:

- New students who face scheduling conflicts because they have previously completed a course offered at ACS may fulfill the requirement through an approved dual enrollment program.
- Current students who encounter scheduling conflicts due to the school's master schedule may complete the required course through an approved dual enrollment program.

7.3 Early Release

Students in grades 11–12 may leave campus on days when they do not have a scheduled class after fifth period. A signed early release permission form must be on file in the school office.

7.4 Examination Policy

Students in grades 9–12 are required to take exams in all major subjects. Exams count as 20% (one-fifth) of the semester grade.

Juniors and Seniors may be exempt from second-semester exams if they meet all of the following criteria:

- A minimum cumulative average of 90% for both the third and fourth quarters.
- No more than five absences in the class during either the third or fourth quarter. (Each quarter is evaluated separately.) Administrative review is required for absences exceeding five due to extenuating circumstances (e.g., death in the family).
- No more than ten demerits during the semester.
- Eligibility is determined one week prior to the exam schedule.

Students who qualify for exemption are not required to attend school during the scheduled exam period for that class. However, exempt students who prefer to take the exam may choose to do so.

Online courses are subject to the examination policies of the course provider.

7.5 Grading Scales, Report Cards, and Progress Reports

Grades 1-5 Grading Scale

<u>Grade</u>	<u>Average</u>	<u>Rating</u>
A	90-100	Excellent
B	80-89	Good
C	70-79	Average
D	60-69	Poor
F	Below 60	Failing

Grades 6-12 Grading Scale

<u>Grade</u>	<u>Average</u>	<u>Quality Points</u>	<u>Rating</u>
A	90-100	4.0	Excellent
B	80-89	3.0	Good
C	70-79	2.0	Average
D	60-69	1.0	Poor
F	Below 60	0	Failing

K5–5th Grade Special Areas (Citizenship, Art, Music, Spanish, P.E.)

O – Outstanding

S – Satisfactory

N – Needs Improvement

U – Unsatisfactory

Report cards are issued every nine weeks and include comments regarding study skills and effort. Progress reports are issued at the midpoint of each grading period.

Grade Point Average (GPA)

Class rank is calculated using a weighted four-point scale. Rank is used to determine Junior Marshals (Grade 11), Valedictorian, and Salutatorian (Grade 12), and for other official purposes.

7.6 Graduation Requirements for High School

College/University Track (UNC System Eligible)

Total: 24 Units

Bible	2 units	Speech	1 unit
English	4 units	Physical Ed.	.5 units
Mathematics	4 units	Health	.5 units
Science	4 units	Social Studies	4 units
Electives	2 units	Foreign Language	2 units

Community College/Technical Track

Total: 22 Units

Bible	2 units	Speech	1 unit
English	4 units	Physical Ed.	.5 units
Mathematics	3 units	Health	.5 units
Science	3 units	Electives	4 units
Social Studies	4 units		

Elective offerings are listed on the Student Schedule Selector as well as the specific titles for the required courses.

Reasonable adjustments may be made for transfer students without jeopardizing college eligibility.

Honors Courses

Require approximately 25–50% additional work and more rigorous assessments. An additional 0.5 quality point is added to the GPA.

AP Courses

Advanced Placement courses receive 1.0 additional quality point. College credit is determined by AP exam scores and the receiving college's policy. Enrolling in an AP course requires instructor approval.

7.7 Homework Policy

Homework is assigned for reinforcement, mastery, remediation, enrichment, or projects. Parents should provide a structured, quiet study environment. Teachers limit Wednesday night homework to encourage mid-week church attendance. Some assignments may be completed during study hall if time is used wisely. Parents and students should monitor assignments and grades through the Family Portal.

7.8 Awards and Special Honors

Divisional Awards Ceremonies (K5–12)

Held at the end of the year to recognize academic and citizenship achievements based on the first three quarters. See the school calendar for dates and times.

Honor Roll (Grades 4–12)

- *A Honor Roll*: All A's
- *AB Honor Roll*: All A's and B's
(Grades 9–12 based on core courses only.)

Athletic Awards Program

Held at the end of each sports season to recognize those students who participated on one of our teams, as well as those who achieved special honors in sportsmanship and athletics on a regional and state level.

Mr. and Miss ACS

Each year, high school students and faculty select one young man and one young woman who demonstrate consistent spiritual growth and exemplify Christian character. Nominees should reflect the following qualities:

- **A** – Strives to do his or her best in all areas for the glory of God (*I Corinthians 10:31*).
- **C** – Consistently displays a Christian testimony that is above reproach, both in and out of school (*I Timothy 4:12*).
- **S** – Shows genuine care and respect for fellow students and teachers (*Philippians 2:2*; *Hebrews 13:7*).

Only juniors and seniors who have not previously received the Mr. or Miss ACS honor are eligible for nomination by students in grades 9–12 and faculty. The full court is presented, and Mr. and Miss ACS are announced at Homecoming.

National Honor Society

Each year, the faculty meets to select new members to the National Honor Society (NHS), to review members who may be in danger of falling below the national minimum GPA of 3.0, and to consider dismissal of members whose academic performance drops below NHS standards. Students placed on disciplinary probation may also be considered for dismissal.

Selection and continued membership are based equally on four criteria: **character, scholarship, leadership, and service**. Students interested in NHS may obtain a copy of the school's guidelines,

adapted from the National NHS Handbook, from the school office. Sophomores, juniors, and seniors are eligible for induction.

Sophomore Honor Guard

The Sophomore Honor Guard consists of the three sophomores with the highest cumulative GPAs at the end of the third nine-week grading period of the sophomore year. All major and minor subjects are weighted equally in this calculation.

Junior Marshals

Junior Marshals are the five juniors with the highest cumulative GPAs at the end of the third nine-week grading period of the junior year, with all major and minor subjects considered equally.

To qualify, students must:

- Have completed at least three consecutive semesters at ACS prior to selection (enrolled since at least the beginning of sophomore year).
- Have carried at least five major subjects (meeting four to five times per week) during each of their six semesters in grades 9–11.
- Have successfully completed, or be currently enrolled in, either Algebra II or Chemistry.

Valedictorian and Salutatorian

The **Valedictorian** is the senior with the highest weighted cumulative GPA at the end of the third quarter of senior year. The **Salutatorian** is the senior with the second-highest weighted cumulative GPA on a four-point scale.

To be eligible, students must:

- Have completed at least four consecutive semesters at ACS prior to graduation.
- Have carried at least five major subjects (meeting four or five times per week) during each of their eight high school semesters (grades 9–12).
- Have successfully completed, or be currently enrolled in, at least two of the following courses: Pre-Calculus, Algebra II, Chemistry, or Physics.

7.9 Probation (Academic)

Students may be placed on academic probation if there are concerns about performance or motivation. Failure to demonstrate improvement may result in required tutoring or withdrawal. Students retained in the same grade for two consecutive years will not be permitted to repeat that grade a third time at ACS.

7.10 Promotion & Summer School

K–5: Promotion is based on teacher evaluation and the Iowa Test of Basic Skills. Students scoring below the 35th percentile may be retained or required to complete approved tutoring or summer enrichment. Failure in a core subject requires 20 hours of approved tutoring.

Grades 6–11:

- Two F's: Promotion possible with successful credit recovery or summer school.
- Three F's: Automatic retention.
- Credit requirements for promotion:
 - Grade 9: 6 units
 - Grade 10: 12 units
 - Grade 11: 18 units

Grade 12:

- Two or fewer failed courses require successful credit recovery.
- Three or more failures result in loss of graduation ceremony participation and diploma eligibility.

7.11 Student Records

Records are sent upon request from the receiving school once all financial obligations to ACS have been satisfied.

7.12 Standardized Testing

The Iowa Assessment is administered annually in grades K–11.

Sophomores and juniors take the PSAT/NMSQT. College-bound seniors are encouraged to take the SAT and/or the ACT.

State Competency Requirement:

Graduates must meet state competency standards. At ACS, students must score at or above the 25th percentile (Grade Equivalent 10.0) on the Iowa Assessment basic battery in grade 11. Students who do not meet this benchmark must retest in grade 12 following remediation. Students with a Personal Learning Plan will be reviewed individually by administration.

8. Dress Guidelines

In establishing dress guidelines, the administration considers the setting, the student's representation of ACS, cultural standards, climate, and the occasion. Students are expected to follow these guidelines while on campus, on field trips, and at all school-sponsored activities.

Students who are unsure whether an item meets dress standards should consult the Principal or Administrative Assistant before wearing it. The faculty and administration reserve the right to interpret and enforce the dress code and to designate specific attire for certain activities.

Dress code violations must be corrected before attending class.

8.1 Elementary Dress Guidelines (K5-5th Grade)

General Guidelines

- Acceptable footwear includes dress shoes, casual shoes, tennis shoes, and sandals with a back strap. Flip-flops and clog-style Crocs must have an ankle strap. Students wearing sandals should bring closed-toe shoes for recess.
- Clothing may not promote movie stars, musicians, or activities inconsistent with Christian values.
- Clothing must not be frayed, torn, have holes, or the appearance of holes.
- Hair must be a natural color.
- Hats and head coverings may not be worn inside academic buildings.

Girls

- May wear casual pants, jeans, capris, skirts, dresses, or knee length loose-fitting shorts. (Athletic shorts and athletic pants are not permitted.)
- Skirts, dresses, and slits must be no higher than the top of the knee.
- Leggings, jeggings, or tight-fitting materials (e.g., spandex) must be worn with a top long enough to fully cover the fitted area.
- Necklines must provide appropriate coverage.
- Tank tops may only be worn as an underlayer.
- Sleeveless tops or dresses must fit appropriately under the arms.
- Spaghetti straps, sheer clothing without proper underlayers, or clothing exposing undergarments, midriff, or back are not permitted.
- Makeup, if worn, should present a natural appearance.

Boys

- May wear casual pants, jeans, cargo pants, or knee-length shorts. (Athletic shorts and athletic pants are not permitted.)
- Pants must be worn at the natural waistline.
- Acceptable shirts include button-downs, polos, and T-shirts.
- Hair must be kept off the eyes, ears, and collar. Unnatural hair colors and extreme hairstyles are not permitted (ex. mohawks, man buns, dreadlocks, etc.)
- Earrings are not permitted.

8.2 Middle/High School Dress Guidelines (Grades 6-12)

General Guidelines

- Shorts, sweatpants, and jogging pants are not acceptable classroom attire.
- Clothing must not promote activities, groups, or messages inconsistent with Christian values.
- Clothing may not be frayed, torn, or appear torn.
- Tattoos must be covered at all times.
- Hair must be a natural color.

- Hats and head coverings may not be worn inside academic buildings.

Young Ladies

- May wear casual pants, jeans, mid-calf capris, skirts, or dresses.
- Skirts, dresses, and slits must be no higher than the top of the knee.
- Leggings and jeggings are considered undergarments and may only be worn with a knee-length dress or skirt.
- Tops, blouses, or t-shirts must be modest and provide appropriate coverage.
- Necklines must not be revealing.
- Tank tops may only be worn as an underlayer.
- Sleeveless tops or dresses must fit appropriately under the arms.
- Spaghetti straps are not permitted.
- Clothing may not expose undergarments, midriff, or back.
- Sheer garments must have appropriate underlayers.
- Sandals and flip-flops are permitted.
- Hair and makeup should not draw undue attention; unnatural hair colors are not allowed.
- Face and visible body piercings are not permitted. Inappropriate jewelry must be removed.

Young Men

- May wear casual slacks or blue jeans.
- Acceptable shirts include collared polo shirts, oxford-style dress shirts, and T-shirts.
- Shirts must not promote unchristian or inappropriate messages.
- Pants must be worn at the natural waistline.
- Sweaters, sweatshirts, and hoodies may be worn.
- Tennis shoes and casual shoes are acceptable; sandals and flip-flops are not permitted.
- Hair must be off the eyes, ears, and collar. Unnatural hair colors and extreme hairstyles are not permitted (ex. mohawks, man buns, dreadlocks, etc.)
- Sideburns may extend no lower than the bottom of the ear. Young men should be clean-shaven.
- Earrings are not permitted.

8.3 Dress Code Exceptions (Field Trips, Games, Special Events)

For school-sponsored field trips and sanctioned activities, students must follow the attire guidelines provided by the trip leader or sponsor. All clothing must reflect the standards of modesty and good taste outlined in the ACS dress code.

Clothing with symbols or wording that contradicts the school's values is not permitted. When approved, appropriately sized T-shirts and shorts with a minimum 7-inch inseam may be worn for designated activities. Rolling shorts to shorten their length is not allowed.

9. Behavior and Discipline Guidelines

9.1 Philosophy

ACS students are part of a school family. Every family must have guidelines to ensure order, direction, cooperation, and achievement (I Corinthians 14:40). The conduct of each student affects others and reflects either favorably or unfavorably on the Lord, the student's family, and the school (Proverbs 22:1).

Students are expected to live in a manner—both on and off campus—that glorifies the Lord in all things.

Corporal Punishment

While ACS does not administer corporal punishment, the school reserves the right to allow a parent or guardian to administer corporal punishment at school or to remove the student from school for the day in order to administer discipline at home.

9.2 Student Relationships

ACS is committed to guarding the moral purity of its students. Biblical standards of conduct are expected at all times. Immoral or indecent behavior—whether occurring on or off campus—may result in expulsion.

Physical displays of affection, including handholding, embracing, or similar contact, are not permitted at school or at school-sponsored events. Students should not be alone as couples while under school supervision (Romans 13:14; I Thessalonians 5:22).

Students who marry during the school year will be required to withdraw from ACS.

9.3 Property and Horseplay

Students are expected to respect and care for school property. Sitting on desks or tables, defacing property, littering, throwing objects, or other misuse of facilities is not permitted.

Disorderly conduct—including running in classrooms or hallways, pushing, roughhousing, or horseplay—is not acceptable. Such behavior undermines self-control and may result in property damage or personal injury.

9.4 Prohibited Articles

The following items may not be brought to school or school-sponsored activities:

- Knives, guns, or weapons of any kind
- Explosives
- Narcotics or illegal drugs
- Alcoholic beverages
- Tobacco or vaping products
- Elect

- Posters or literature promoting inappropriate musical artists or messages

Possession of weapons or illegal drugs may result in immediate disciplinary action and notification of law enforcement.

9.5 ACS Anti-Bullying Policy

Commitment

Alamance Christian School is committed to providing a safe, caring, and respectful learning environment for all students. Bullying is strictly prohibited and will not be tolerated. For purposes of this policy, “school” includes school buildings, grounds, buses, and all school-sponsored events, activities, and trips.

Reported incidents of bullying will be investigated promptly and thoroughly by school administration.

Definition of Bullying

Bullying is defined as a pattern of aggressive, intentional, and repeated behavior that is deliberately harmful. Bullying may be physical, emotional, or verbal and may include, but is not limited to:

- Intimidation or assault
- Extortion
- Threats (oral or written)
- Teasing, put-downs, or name-calling
- Threatening gestures or actions
- Spreading rumors or false accusations
- Hazing
- Social isolation
- Cyberbullying

Bullying contributes to absenteeism, emotional distress, reduced academic performance, and diminished self-esteem. ACS affirms clearly and unequivocally: **Bullying is not acceptable at Alamance Christian School.**

Preventative Measures

Student Instruction and Awareness

Students will receive ongoing instruction through Character Education, chapel services, and other school programs emphasizing respect, kindness, and Christlike conduct.

Staff Awareness and Responsibility

Faculty and staff will receive training to ensure consistent enforcement of the anti-bullying policy. Any staff member who observes, suspects, or becomes aware of bullying must immediately report it to a school administrator.

Student and Parent Responsibility

Students and parents are strongly encouraged to report bullying incidents promptly to a school administrator. Retaliation against anyone who reports bullying is strictly prohibited and may result in disciplinary action, up to and including expulsion.

Complaint and Investigation Procedure

All students have the right to protection from bullying and the right to file a complaint if they believe they have been victimized.

- Complaints may be submitted by the alleged victim or a bystander.
- A confidential reporting form may be completed and submitted to an administrator.
- Administrators will investigate each report to determine whether it meets the definition of bullying.
- Appropriate corrective action will be taken based on the findings.

Intervention and Consequences

Bullying reports are taken seriously and addressed promptly. Consequences will be determined based on the severity and frequency of the behavior and may include:

- Mediation
- Parent conference
- Counseling
- Suspension
- Expulsion
- Referral to local law enforcement

ACS seeks not only to discipline misconduct but also to guide students toward Christlike character and restoration whenever possible.

9.6 Discipline System (Grades 6-12)

The demerit system serves as the primary disciplinary guide for students in grades 6–12. Its purpose is to promote consistency in administration, provide clear expectations, and help identify patterns of behavior that may require additional guidance or intervention. Demerits also reflect a student's level of cooperation and self-control.

Because every situation cannot be anticipated, any infraction not specifically listed will be addressed by the Discipline Committee Review Board.

Demerit Guidelines and Penalties

Demerits are assigned according to the nature and frequency of the offense. Repeated infractions generally result in increased consequences.

Infraction #	1	2	3	4
Gum, food, drink	05	05	05	05
Horseplay	05	05	05	05
Off limits area (Refer to section 4.2)	10	10	10	10
Chapel infraction	10	10	10	10
Leaving class w/o permission	10	10	10	10
Misuse of off-campus permission	10	10	10	10
Computer Infraction	10	10	10	10
Dress code	05	05	10	10
Failure to report to D-Hall	10	10	10	10
Cellular device infraction	10	20	30	40
Social infractions	10	10	10	10
Direct disobedience	10	10	10	10
Display of affection (<i>kissing, etc.</i>)	10	10	10	10
Skipping class	10	10	10	10
Defacing school property	20 and financial restitution			
Willful destruction of property	40 and cost of replacement			
Intimidation/Bullying (refer to 9.5)	20 up to expulsion			
Disrespect/attitude	20	20	20	20
Language (verbal or written)				
Crude or inappropriate	10	10	10	10
Profanity	20	40	40	Admin. Review
Vulgarity	40	40	Up to Expulsion	
Leaving campus w/o permission	20	40	40	Admin. Review
Lying	20	20	20	Admin. Review
Forgery	20	20	20	Admin. Review
Cheating on class/homework, quiz	20	20	20	Admin. Review
Cheating on test, project	40	40	Up to Expulsion	
Plagiarism	40	40	Up to Expulsion	
Aiding someone to cheat	20	20	20	Admin. Review
Fighting	40	Admin. Review		
Indecent Exposure	40 to expulsion			
Sexual Harassment				
(Verbal or Physical)	40 to expulsion			
Stealing	40 to expulsion			
Pornography	40 to expulsion			
Use or possession of tobacco				
or vaping products	40 to expulsion			
Use or possession of alcohol	subject to expulsion			
Use of or possession of illegal				
drugs or any pretense thereof	subject to expulsion and arrest			
Immorality	subject to expulsion			
Weapons on school property	subject to expulsion			
Criminal offence	review by board			
Unauthorized materials *	10	10	10	10

(*The item may be confiscated. *Some* examples: fireworks, mace, smoke bombs, stink bombs, etc. Electronic devices will be confiscated and kept for one, three or five days, depending on the infraction)

Demerit Accumulation

Demerits are totaled on a semester basis and reset to zero at the beginning of the second semester.

- **40 Demerits**
One day Out-of-School Suspension (OSS) with academic penalty for missed work.
Forfeiture of any class or student body leadership position, including eligibility for Mr./Miss ACS, for the remainder of the school year.
- **60 Demerits**
One day OSS with academic penalty and placement on disciplinary probation for 45 school days.
- **80 Demerits**
Subject to expulsion.

Parents will be notified by email each time demerits are issued.

Students who accumulate 60 or more demerits in a semester may not be permitted to re-enroll without approval from the administration, faculty, and Board.

The Administration and Discipline Committee reserve the right to impose additional or alternative disciplinary measures when necessary.

Probation

Students who reach 60 demerits in a semester will be placed on probation for 45 school days beginning on the date the threshold is reached. Probation may extend into the following school year if necessary.

Probation requirements include:

- Weekly counseling sessions (or as determined necessary) with a school counselor, administrator, or pastoral staff member. The goal is restoration.
- If participating in athletics, the student must sit out the next five regularly scheduled games.
- If participating in fine arts, the student must miss the next major production (excluding state or national competitions).

Detention Hall

The following infractions are typically addressed through detention:

- Unprepared for class (missing required materials). This does not apply to incomplete homework assignments
- Disorderly conduct in class (talking out of turn, distractions, sleeping, etc.)
- Failure to return signed papers or required documentation
- Tardiness to class without proper written excuse

Detention is served from 3:05–3:35 p.m. on the assigned day. Failure to report results in an extended detention. Only illness, doctor's appointments, or excused absences will warrant rescheduling.

For grades 6–8, detentions will be served during a silent lunch period.

Suspension

Suspensions result from serious infractions or accumulation of demerits. In-School and Out-of-School Suspensions are considered unexcused absences and carry appropriate academic penalties (see Section 5). Out-of-School Suspensions count toward the quarterly absence limit.

9.7 Discipline System (Grades K5-5th)

At the elementary level, discipline is a cooperative effort between teachers, administration, and parents. The goal is to address the heart of the student, restore proper relationships, and cultivate lasting character change.

Classroom Management

Each teacher maintains a classroom management plan to address minor infractions (e.g., talking without permission). If a student does not respond to initial correction, demerits may be issued as a second level of accountability.

When demerits are given:

- A demerit slip will be sent home explaining the reason and number assigned.
- The slip must be signed by a parent and returned the next school day.
- Parents may be contacted directly depending on the severity of the offense.

Repeated infractions may result in increased demerits and/or additional disciplinary measures such as loss of privileges or extra assignments.

Demerit Accumulation (Elementary)

Demerits are totaled per semester and reset at the beginning of the second semester.

- **30–39 Demerits**
Parent meeting with administration and teacher; behavioral agreement established.
- **40+ Demerits**
Removal from school for the remainder of the day.
- **50+ Demerits**
One-day Out-of-School Suspension with academic penalty.
- **60+ Demerits**
Two-day Out-of-School Suspension with academic penalty.
- **70+ Demerits**
Subject to expulsion (Board review).

Students accumulating 60 or more demerits in a semester may not be permitted to re-enroll without administrative and Board approval.

Elementary Demerit Guidelines

The following demerits may be assigned for the listed infractions. Repeated offenses may result in increased consequences.

5 Demerits

- Excessive talking during class
- Disruptive classroom behavior
- Unfinished classwork or homework (plus academic penalty)
- Dress code violation
- Horseplay
- Inappropriate behavior in line, bathroom, lunchroom, hallway
- Crude or inappropriate language (verbal or written)
- Inappropriate use of cell phones, tablets, or smart watches

10 Demerits

- Violation of playground rules
- Chapel misconduct
- Inappropriate Chromebook use
- Unkind behavior toward classmates
- Destructive behavior toward others (plus cost of replacement)
- Destruction of school property (plus cost of repair)
- Profanity (verbal or written)

15 Demerits

- Lying
- Cheating
- Forgery
- Direct disobedience or defiance
- Disrespectful words or actions toward authority
- Stealing
- Verbal fighting or threats of bodily harm

20 Demerits

- Vulgar language
- Physical fighting or inflicting bodily harm
- Bullying

The Administration reserves the right to address any behavior not listed and to apply additional disciplinary measures when necessary.

10. Extracurricular Activities

Recognizing the importance of balance, ACS complements its academic program with extracurricular opportunities that promote physical development, creative expression, leadership, and social growth—all within a Christ-honoring framework. Our goal is to offer activities that are both spiritually purposeful and financially accessible, contributing to the well-rounded development of each student.

10.1 Participation

Students are encouraged to take part in extracurricular activities; however, they should carefully consider the commitment involved before joining a team, cast, or organization.

Students may be removed from an activity for:

- Irregular attendance at practices or rehearsals
- Lack of effort
- Divisive or selfish behavior
- Poor self-control
- Unwillingness to meet the standards established for the group

Participation is a privilege and should reflect dedication, teamwork, and Christlike character.

10.2 Eligibility

To remain academically eligible, middle and high school students must maintain a minimum average of 60 in each subject.

Progress Report Guidelines

- If a student receives a failing progress report, he/she will be placed on five-day probation and may continue to practice and compete.
- If the grade remains failing after five school days, the student may practice but may not participate in games or performances until the grade improves.
- If the grade remains failing at the next progress report or report card, the student will be removed from the team or activity.

Report Card Failure

- A failing report card grade results in five school days of game/performance suspension, though practice is permitted.
- Before reinstatement to competition, the student must provide written confirmation to the Athletic Director that the failing grade has been raised to passing.
- If the grade is not improved by the next progress report, the student will be removed from the team.

Students on game probation must attend home games and sit with the team in school attire. If attending away games independently, they must also sit with the team in school attire.

Students with more than twenty absences in any class during the school year are ineligible for extracurricular participation.

The administration reserves the right to exercise discretion in cases involving extenuating circumstances.

10.3 Programs Offered

Athletics (Regional and State Competition)

- Soccer
- Basketball
- Baseball
- Volleyball
- Golf
- Cross Country

Fine Arts (State and National Competition Opportunities)

- Drama
- Speech
- Art
- Vocal
- Piano
- Journalism
- Bible
- Academic Testing

10.4 Officers--Class (Gr. 9-12) and Student Body

All class and student body offices are open to both young men and young women. Students seeking leadership positions must demonstrate spiritual maturity, academic responsibility, and strong character.

Spiritual Qualifications

- A consistent and unapologetic Christian testimony (I Timothy 4:12)
- Faithfulness to their local church (Hebrews 10:25)
- Evidence the courage, convictions, and desire to do right (Titus 2:7-8)
- Participation in chapel
- Not currently on disciplinary probation

Academic Qualifications

- No failing grades
- No more than two semester averages below a “C”
- Not on academic probation
- Demonstrated effort to achieve personal academic potential

Social Qualifications

- Respect for authority (parents, pastors, teachers)
- Positive influence among peers (II Timothy 2:15, Proverbs 10:23)
- Evidence of leadership ability (Romans 14:13-21)
- Enrollment at ACS for at least one semester

Extracurricular Involvement

- Active participation in athletics or fine arts

Conduct Requirements

- Fewer than twenty demerits in the current semester
- Fewer than five detentions per quarter
- Continued adherence to these standards while in office

Campaign guidelines will be distributed prior to elections. All candidates must sign and abide by the Participant’s Pledge.

10.5 Parties and Junior-Senior Banquet

Parties

Events planned by students or parents and held off campus are not school functions and should not be represented as such. Official school activities involving faculty or facilities must be approved through the ACS Activities Form and processed through the school office.

Junior-Senior Banquet

Each year, the junior class hosts a formal banquet honoring full-time ACS seniors.

- Full-time seniors who served as junior hosts the previous year receive their meal at no cost.
- Tickets must be purchased for non–full-time seniors and guests.
- Fundraising opportunities are scheduled to enable each junior to raise their share of the cost for the banquet
- Juniors may opt out by the end of the first quarter; otherwise, they are financially responsible for their portion.
- Seniors who previously opted out may attend by purchasing a ticket plus an additional fee of \$10 per ticket

Students receive instruction in proper etiquette prior to the banquet, making it both an educational and social event.

Sophomore class officers may attend, as well as other underclassmen invited as guests. Students bringing guests from other schools are responsible for informing them of banquet dress guidelines.

Formal attire for all girls (ACS students and guests) must be pre-approved at scheduled times. Parents are encouraged to retain purchase receipts until attire is approved.

11. Closing Comments

ACS seeks to guide students toward God's definition of success—meditating on His Word and applying it faithfully in every area of life (Joshua 1:8; Ecclesiastes 12:13–14).

With this goal in mind, we commit to:

- Aligning our programs with biblical truth, trusting God for spiritual growth.
- Encouraging students to live out daily what they have been taught at home and church (Psalm 119:30–32).
- Maintaining a learning environment that promotes academic excellence and minimizes distractions.
- Upholding moral standards that reduce temptation and encourage righteousness.
- Providing a safe, nurturing environment where students are protected and valued.
- Challenging students to seek God's glory and the eternal good of others above personal ambition.
- Emphasizing the importance of the local church in God's plan.
- Introducing students to Christian role models who exemplify godliness in everyday life.
- Respecting the convictions of Christian families while maintaining biblical integrity.

Alamance Christian School Distinctives

Colors: Red, White, and Royal Blue

Mascot: Christian Warrior

Motto: *"The Pursuit of Excellence Through Christ"*

Theme Focus: *Finish!* — "Doing my best for the glory of God and the eternal good of others."

School Verse: Colossians 3:23 — "And whatsoever ye do, do it heartily, as to the Lord, and not unto men."

Yearbook: *The Alpha Omega*