



# MEADOWS CHRISTIAN ACADEMY

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S O L I D E O G L O R I A

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## PARENT - STUDENT HANDBOOK 2024-2025

## A Letter From The Principal

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Dear parents and students:

MCA exists to partner with Christian parents to help their children grow academically, physically, socially, and spiritually for the glory of God.

The various rules and regulations in this handbook are designed to aid the smooth functioning of the school environment. Though we recognize that rules are important, our desire for our staff and students will continue to be for our conduct to be motivated not by external rules but by a heart that loves God and neighbor.

The school board, MCES (Meadows Christian Education Society), provides the oversight for the philosophical decisions for Meadows Christian Academy. As an accredited private school sanctioned by the Alberta government, we meet the standards of the Alberta curriculum. When possible, we utilize a number of Christian curriculums in order to deliver the Alberta program of studies. When Christian resources are not available, teachers endeavor to teach such curriculum through a biblical worldview. Our teachers are qualified for this task both academically and spiritually. It is our aim that students at Meadows Christian Academy receive an education that, above all else, is saturated with the good news of the Gospel of Jesus Christ.

May the students that walk these halls become men and women who love God with all their heart, soul, mind, and strength and love their neighbor as themselves.

Please feel free to contact us for any further details that you desire clarified.

In Christ,

*Brian Hunter*

Principal

**Meadows Christian Academy**

Cell: 780.619.8882 Office: 587.635.2757

Email: [Bhunter@meadowschristian.ca](mailto:Bhunter@meadowschristian.ca)

Web: [www.meadowschristian.ca](http://www.meadowschristian.ca)

## Affiliation & Accreditation

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Meadows Christian Academy is operated by the Meadows Christian Education Society. MCES is a not for profit society established for the purpose of providing a strong Bible-based education. MCA complies with the Accredited Private Schools section of the Education Act. As such, MCA employs teachers certified by the Alberta government and adheres to the Alberta program of studies. MCA is also a member in good standing of AISCA (Association of Independent Schools and Colleges in Alberta). Visit <https://www.aisca.ab.ca/> for more information about independent schools in Alberta.

## Accountability

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Meadows Christian Academy utilizes the following accountability measures:

- An independent school board composed of parents and supporters of Christian Education.
- MCA students complete Alberta Education's provincial achievement tests.
- Teachers, parents, and students complete the Alberta Education Assurance Surveys, and then report on the findings of survey data (and Provincial Achievement Test Data) in the yearly Annual Education Results Report and 3 Year Education Plan (AERR/3YEP). The AERR and Education Plan are available by clicking the following link. <https://www.meadowsbaptist.ca/accreditation-accountability>
- Should the MCES board not be made up of a majority of MCA parents, MCA will, following provincial regulation, have a monthly parent advisory council.
- As an independent, accredited school, MCA is subject to monitoring conducted by Alberta Education and must uphold all provincial learning standards.
- MCA is committed to meet or exceed all standards for accountability and compliance with Alberta Education.

## Mission Statement

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Meadows Christian Academy exists to partner with Christian parents to help students become more like Jesus Christ and reach their academic potential.

This mission is accomplished through the following:

- Encouraging a high level of parental involvement
- Delivering curriculum through a biblical worldview
- Employing committed Christ-like staff
- Striving for academic rigor
- Focusing on heart change

## School Calendar

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To access a current school calendar, login to your family's Sycamore Education account. If you are unsure how to login to Sycamore, please contact Brian Hunter at [bhunter@meadowschristian.ca](mailto:bhunter@meadowschristian.ca)

Additionally, a link to our "year at a glance" calendar is available on our website by clicking on "about" then "parent info" <https://www.meadowsbaptist.ca/parent-info>

## New Admissions

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*\*Early re-enrollment and Kindergarten registration for current MCA families opens February 5, 2024. \*New admissions for Kindergarten – Grade 9 open March 4, 2024.*

### Criteria for Admission to Meadows Christian Academy:

1. A complete registration packet must be signed by parents/guardians acknowledging and accepting the school's student/parent handbook, statement of faith, and methods of operation.
2. For new admissions, academic assessments may be utilized to determine if MCA is the best fit for the student.
3. All new registrants **must** complete an in-person assessment prior to registration. **At least one parent is required to attend an in-person interview with the principal prior to enrollment.**
4. The first term will be a probationary period for all new students.

## Re-Enrollment

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Early Re-enrollment for MCA opens **February 5, 2024.**

Early Re-enrollment closes **March 4, 2024.**

1. School families are asked to re-enroll each spring to help with the planning, scheduling, and ordering of curriculum.
2. Each year our school families are asked to recommit their support to the goals and purposes of Meadows Christian Academy by filling out a re-enrollment form.

***Re-enrollment forms and a \$450 per student (G1-3) and \$465 per student (G4-9) payment are due by March 6, 2023. Students are not re-enrolled until payment is received. After March 4, 2024, re-enrollment will be \$500 per student (G1-3) and \$515 per student (G4-9)***

## Charitable Giving

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Any donation (\$20 and above), issued on a free will basis, would qualify for a tax receipt. MCA can also accept "gifts in kind." (example: donated air purifier). We are only able to give tax receipts for the value of the item at time of donation. Older items will be depreciated at the discretion of the school.

## Financial Policies

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### Methods of Payment

For the purposes of tuition, MCA accepts the following methods of payment:

- Cash, Cheque (Please make cheques payable to *Meadows Christian Academy*)
- Money order, Certified Cheque
- E-transfer (Please send E-transfers to [finance@meadowschristian.ca](mailto:finance@meadowschristian.ca))

### Grades 1-9

There is a **\$550 non-refundable** registration fee for each new student grades 1-3.

There is a **\$565 non-refundable** registration fee for each new student grades 4-9.

Tuition payments are due the first of each month from September 1<sup>st</sup> through June 1<sup>st</sup>. Tuition received after the 10<sup>th</sup> of the month will result in a **\$50 late fee per family**. Tuition that remains unpaid may result in suspension of the student until the financial obligations are resolved. Tuition charges are as follows:

- First child: **\$270**/month for 10 months
- Second child: **\$220**/month for 10 months
- Third child: **\$160**/month for 10 months
- Additional children: **\$50**/month for 10 months

### Technology Fee:

- For students grade 6-9, there is a yearly technology fee of **\$150** per student (Due September 1st).
- For students grade 3-5, there is also a yearly technology fee of **\$50** per student (Due September 1st).

**Textbook Damage Fees:** MCA students are assigned textbooks and materials at the beginning of the year. Lost or damaged books will be replaced at the cost of parents.

### Kindergarten

There is a **\$1800** registration fee for each kindergarten student but there is NO TUITION for kindergarten.

A payment of **\$900** is due upon successful registration (non-refundable), and the remaining **\$900** is due by January 10, 2025.

### Late Payment / Financial Difficulty

If you experience financial difficulty at some point in the year, please contact the school office in order to set up an alternate payment plan.

## Hours of Operation

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1. School shall be in session from 8:30 a.m. to 3:30 p.m. Students are permitted to enter school at 8:00 a.m. Please do not drop off children prior to 8:00. The doors will open promptly at 8:00 a.m.
2. The secretary is available from 8:30 a.m. to 4:00 p.m. during the school year.
  - a. Via email: [vforrest@meadowschristian.ca](mailto:vforrest@meadowschristian.ca)
  - b. By phone: Cell: 780-975-7196 Office: 587-635-2778

## Sycamore Education & App

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MCA utilizes *Sycamore Education* in order to track both student attendance and grades.

At the beginning of the year, parents will receive a login and password. Once logged in, parents have access to their child's up-to-date grade book. Teachers are required to post grades within 2 weeks of an assignment being completed. **If you are not seeing current grades in a given class, please contact your child's teacher to inquire as to their grade.**

If you have concerns about your child's grades, please book an appointment with your child's teacher. The hope is that concerns are dealt with prior to parent/teacher conferences.

Note: When viewing your child's grades, please ensure that you have selected the correct term. If a new term has just started, there may not be many grades to view. If the term is well under way and you do not see new grades being added, please inform your child's teacher.

\*Should you have problems logging in to Sycamore Education, please contact the principal at [bhunter@meadowschristian.ca](mailto:bhunter@meadowschristian.ca).

## Standards and Practices

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1. Each school day begins with **morning devotions**. All students must be in their class, prepared, and ready to depart to the auditorium by 8:27 a.m. Students not ready by 8:27 a.m. will be considered late. If a child is dropped off after 8:27 am more than five times in a given semester, a fee of \$50 will be added to the family's account. Administration will take inclement weather and traffic conditions into consideration when determining a student's late arrivals and absences.
2. Parents are expected to follow the **Matthew 18** principle. Before going to other teachers or administration, parents need to first address the teacher with whom they are having conflict.
3. Cell phones, tablets, cameras, smart watches, Kindles etc... are not permitted at MCA. The only exception is, upon the written request of a parent (only for students utilizing an alternate transportation method), a student may bring their phone to school. The phone is to be stored in the school office. Should students neglect to turn their electronics into the school office, electronics will be confiscated by MCA staff (and will need to be picked up by my parents).
4. Parents are expected to respect the school authority (principal, teachers, etc....) even in their everyday language with their children. Respectful language at home, towards the school, will go a long way towards improving behaviour at school.
5. Each week (usually on Wednesdays) students will have **chapel**. The pastors of Meadowlands Baptist Church, the school principal, and other guest pastors are typically the primary speakers for chapel.
6. Parents are invited to volunteer at the school in a variety of ways. **Parental volunteers** will primarily supervise, assist with special trips, and assist with classroom work/special events. Parental volunteers are required to complete a police criminal record check and a vulnerable sector check. MCA is able to provide a volunteer letter in order to decrease the cost of the check.
7. While classes are in session, **parental access** shall be formalized and coordinated by the school secretary. All visitors are required to sign-in at the church front office and wear a visitor tag while in the school.
8. The **school building** will be unlocked each school day at 8:00 a.m. and locked at 8:30 a.m. For some students, pick up may start at 3:20. The pick up schedule will be communicated prior to September 1st. **After 3:45 p.m. students not picked up will be considered late. If a child is picked up after 3:45 p.m. more than two times in a given semester, a fee of \$50 will be added to the family's account. Pick-up after 4:00 p.m. will result in a \$50 fee.** (Inclement weather will be taken into account when considering late pick-ups).
  - a. MCA utilizes the "pikmykid" app for dismissal. Parents are required to download and use the Pikmykid app to coordinate student pick up. The school will provide instructions as to how to use the app.
  - b. Families will be assigned a parking area that corresponds to where their child will be picked up. A family's parking location will be emailed to them prior to the start of the school year.
9. **Parent/teacher conferences** are scheduled twice each year. Parental attendance is strongly recommended for the first conference. Parents are encouraged to schedule an appointment with their child's teacher anytime an issue needs to be addressed.
  - a. Issues dealt with in a timely manner tend to stay small. Issues left a long time tend to grow.
  - b. Remember, your child's current grades are available through **Sycamore Education**. If viewed frequently, there should be no surprises come parent teacher conferences or report cards.
10. It is the parent's responsibility to notify the school office if a **student is absent or late**.

- a. Please contact the school office in order to inform the school that your child will be late or absent.
    - i. Via email: [office@meadowschristian.ca](mailto:office@meadowschristian.ca)
    - ii. By phone: 780-975-7196.
  - b. If you wish to directly contact your child's teacher regarding your child's absence, please also cc the MCA office at [office@meadowschristian.ca](mailto:office@meadowschristian.ca).
  - c. Students may arrive late or dismiss early due to a scheduled appointment. **It shall be the responsibility of the student and parents to make up missed work due to absence.**
11. If serious **injury or illness** occurs to a student while at MCA, the parent/guardian of that student will be contacted. Medications will be dispensed only with written parental permission, including dosage and timing.
  12. **Sick students:** If your child is sick please do not send them to school. Also, if your child becomes ill during school hours, it is the parent's responsibility to pick up their child from school in a timely fashion, (within 2 hours). Parents are required to pick up their child, either from their child's class or from the school office.
  13. **School closure** due to inclement weather shall be decided as soon as possible. The school staff will email (or use classroom communication apps) to inform parents of the school closure.
  14. Parents must provide a **lunch** for their children. **All students must eat in the appropriate area of the school (as designated by their teacher).** No pop or high-energy drinks are allowed. Students must remain on school premises at all times. Microwaves are available for the students' use. If a child forgets their lunch, a small lunch (at the cost of \$5 / lunch) can be provided for the child. The \$5 will be added to the family account. **Please note: cutlery is not provided by the school and thus must be provided in the student's lunch.**
  15. **Recess** may take place outside. Students must dress appropriately for the weather. Girls should wear tights or shorts under their skirts if they plan to participate in recreational activities during recess. **Outdoor recess will take place unless the temperature is -23°C (or colder)**
  16. **Homework** assignments are considered part of the students' grading record. Students shall be required to complete their homework assignments, with parents being strongly encouraged to monitor the completion of these assignments. Adequate class time is given for most student work.
  17. **Each child is required to have a Bible** for class and chapel. Bibles are available for purchase from the school office for a low cost of \$5.
  18. **For the safety of all students,** parents are expected to demonstrate exemplary behavior while picking up and dropping off students. Parents must exercise extreme caution while driving in the parking lot.



## Absences & Tardiness

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1. A student is considered late if they are not ready to depart his/her classroom for morning devotions with his/her class at 8:27 a.m. Thus, students should aim to arrive at MCA no later than 8:20 a.m. A student arriving after 10:10 a.m. is considered absent for one-half day. A student arriving after 1:00 p.m. is counted absent for the entire day.
  - A. **If your child will be late or absent from school, please contact the MCA office**
  - B. Via email: [office@meadowschristian.ca](mailto:office@meadowschristian.ca)
  - C. By phone: **(587) 635-2778**.
2. For every **five** late days within a term, there will be a **\$50.00** fine added to the student's account.
3. If students are to be absent for an extended amount of time (i.e. family vacation), notification for the time away should be given to the school office well in advance. In cases of extended absence from school, parents are responsible for the following:
  - a. Communicating with their child's teacher regarding homework and assessments as far in advance as possible.
  - b. Having a reasonable expectation of work that can be sent with their student.
  - c. Being willing to put in extra time to help their child catch up on missed work.
  - d. Recognizing that the burden is on the parents, not the teacher, to make up for lost work.
4. All absences that are not communicated to the school are considered unexcused.

## Communication

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### Student grades

As noted above, MCA utilizes Sycamore Education to communicate student grades. Sycamore Education is available via any web browser (mobile, tablet, or desktop).

### General Communication

**School Secretary:** Mrs. Vickie Forrest  
**Cell:** 780-975-7196  
**Office:** 587-635-2778  
**E-mail:** [vforrest@meadowschristian.ca](mailto:vforrest@meadowschristian.ca)

**School Principal:** Mr. Brian Hunter  
**Cell:** 780-619-8882  
**Office:** 587-635-2757  
**E-mail:** [bhunter@meadowschristian.ca](mailto:bhunter@meadowschristian.ca)

### Email

The school uses email as the primary method of communication to parents. **If you are not receiving school emails, please contact Brian Hunter.** Usually school email will be sent at least once / week.

### Contacting Teachers

All teachers can be contacted via their MCA email or school phone. Some teachers may give out their personal phone numbers (though this is not a requirement). Teachers will not answer their classroom phone during teaching hours. Teachers may also choose to use a variety of classroom apps (such as SeeSaw) in order to communicate with parents.

Should a teacher choose to give out their private phone number, we kindly ask that you respect the teachers outside of school hours. Phone calls shortly after school hours are appropriate. Phone calls late at night are not.

# Student Code of Conduct

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## INTRODUCTION & PURPOSE

Meadows Christian Academy recognizes that all people are created in the image and likeness of God (Genesis 1:26-28, Genesis 5:1-2), and because of this, God requires that all people must be treated with dignity, respect and fairness (1 Corinthians 13:4-7). Furthermore, our Lord Jesus Christ commands us to love our neighbor as ourselves (Matthew 22:39), following His perfect example (John 15:12, 13). Therefore, Meadows Christian Academy will not tolerate harassment, violence, bullying, prejudice or intimidation of students or staff under any circumstances.

## EXPECTED CONDUCT

The direct application of Scripture and biblical principle shall constitute the basis of acceptable school conduct. While MCA is a Christian school with high expectations, we recognize that students and staff at MCA will continually fall short of God's standard. Our sin should drive us to God's grace, available through the Gospel of Jesus Christ. May God be gracious to us as we seek to follow Him in repentance and faith. By God's grace, we endeavor to see the conduct of students at MCA align with the guidelines that follow.

### ***MCA students shall:***

1. Show proper respect to all those in authority.
2. Demonstrate love for God and neighbour (both staff and peers).
3. Use language that honours God.
4. Act in such a manner that they put the needs of others ahead of their own.
5. Refrain from and refuse to tolerate bullying in any form.
6. Demonstrate a persevering and diligent work ethic (regardless of grade outcome).
7. Demonstrate humility and teachability in all aspects of school life.
8. Recognize that vandalism of school property shall result in the student/parents making financial restitution. Books belonging to the school are considered part of the school property.
9. Maintain self-control over/and take ownership of their actions and speech.
10. Demonstrate initiative and take ownership for their learning.
11. Respect and be kind to all who attend Meadows Christian Academy.
12. Not be involved in inappropriate physical contact with the opposite gender.
13. Demonstrate academic integrity in all subjects.
14. Actively participate in all class activities.
15. Respect the privacy of other students' lockers and personal property.
16. Keep their personal study area neat and tidy.
17. Assist in general school clean-up.
18. Use school computers exclusively for assigned educational projects.
19. Abide by the MCA dress code (see below). This includes bringing indoor footwear, appropriate gym attire, and appropriate casual day clothing.
20. Abide by the MCA electronics use agreement

## UNACCEPTABLE CONDUCT

When asked what the most important commandment is, Jesus said: "Love the LORD your God with all your heart and with all your soul and with all your mind and with all your strength. The second is this: 'Love your neighbor as yourself'" (Mark 12:30-31). Therefore, students are to avoid unacceptable behaviours that may negatively-affect a member of the Meadows Christian Academy community or the school's learning environment, whether in or outside of the school or school hours (or electronically).

***Unacceptable behaviours include, but are not limited to:***

1. Physical violence
2. Acts of bullying, abuse, harassment or intimidation
3. Acts of retribution against an individual who has intervened to prevent bullying or informed about bullying or other unacceptable behaviour
4. Illegal activities, including those involving illegal or restricted substances, possession or use or threat of use of weapons, and theft or damage to property
5. Smoking or using tobacco products, as well as using, possessing, or being under the influence of alcohol or illicit drugs
6. Inappropriate use of Internet services, either by accessing, uploading, downloading, or distributing material that the school has determined to be objectionable
7. Inappropriate dancing, music, or other conduct that does not encourage holiness, purity and respect for one another
8. Inappropriate physical contact, including contact of a sexual nature
9. Blasphemy or coarse language

**CONSEQUENCES**

Students are expected to conduct themselves in a Christ-like manner in keeping with their responsibilities as students. The school will investigate each instance of unacceptable conduct and pursue disciplinary action in a manner consistent with the school's student discipline policy.

In grave circumstances, when an individual is found to have engaged in unacceptable or illegal conduct, the offending student may be subject to suspension or expulsion and/or contact with public authorities. Parents will be notified of the incident and work with the school to prevent such behavior in the future.

**REMEDIATION AND SUPPORT**

In order to foster a positive Christian learning environment, Meadows Christian Academy will engage in reasonable and caring efforts to achieve reconciliation and unity, in the spirit of Matthew 18: 15-19. Students and staff will be encouraged to seek reconciliation with one another, and if required, seek mediation through a third party.

***Supportive actions may include, but are not limited to:***

1. Mentoring of individual students by staff members and/or older students;
2. Regular meetings involving parents, teachers, and individual students;
3. Professional Services (e.g. Christian Counseling);
4. Pastoral services

## Dress Code

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All attire shall be **clean and neat**. Students must arrive and depart following the school dress guidelines. Please note that coats are **not** allowed in the classroom. If you believe your child may be cold during class, please provide a cardigan, sweater, or appropriate hoodie.

*[Please also note that clothing should be free from logos, "i.e. a large NIKE" is unacceptable. A very discreet logo would be acceptable.]*

\*Note\* Please label all student clothing (it all ends up looking the same). Returning lost clothing to your child is only possible if the clothing is labeled. Unclaimed items are donated on a regular basis.

MCA also provides MCA branded clothing. A link to the clothing order form is available here: [MCA Clothing Order Form](#)

**\*Note\*** Students dressed in a manner not compliant with the school dress code will be lent alternate attire for the day that must be laundered and returned.

## Boy's Uniform

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**\*Any combination of the permitted items listed below is acceptable. (As awesome as camouflage is, it is not considered dress code compliant)**

### ***Pants:***

- **Black/grey** coloured khaki pants, **black/grey** coloured dress pants, **black/grey** coloured jeans, and **black/grey** coloured cords are permitted. MCA branded track pants are also permissible.
- If a belt is worn, it should be black.
- **Black** sweatpants (cuffed at the bottom), black joggers (cuffed at the bottom), or black track pants are permitted.
- Navy is not to be used as a substitute for black.

### ***Shirts:***

- A white, red, black, or grey short or long-sleeved polo/collared shirt are permitted.
- Additionally, plain white, red, black or grey t-shirts are also permitted.
- Navy is not to be used as a substitute for black.

### ***Shoes:***

- Black dress shoes **or** runners (any colour) are acceptable in class.
- Non-marking runners must be worn in the gym.
- Students are required to bring both indoor and outdoor footwear.

### ***Other permitted items***

- Plain Cardigan (white, grey, red, or black).
- Plain V-Neck Sweater (white, grey, red, or black).
- Plain Hoodie (white, grey, red, or black) w/ minimal branding.

***Jewelry:***

- Plain finger rings are permitted (one per hand).
- Simple bracelets and necklaces are permitted.

***Hair (boys....continued from above):***

- Hair should be neatly kept.
- Facial hair should be well kept (if applicable).

## Girl's Uniform

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**\* Any combination of the permitted items listed below is acceptable. (As awesome as camouflage is, it is not considered dress code compliant)**

***Pants / Skirts:*** Your choice of one (or more) of the following:

- **Black/grey** coloured khaki pants, **black/grey** coloured dress pants, **black/grey** coloured jeans, and **black/grey** coloured cords are permitted.
- **Black** sweatpants (cuffed at the bottom), black joggers (cuffed at the bottom), or black track pants are permitted.
- A plain **black, red, or grey** skirt (modestly fit) is permitted.
- Plain **black, red, or grey** jumper or polo dress is acceptable.
- All pieces should be modest (i.e. not overly tight).
- **Black, grey, white, or red** leggings or tights must be worn with a skirt at all times.
- Navy is not to be used as a substitute for black.

***Tops:***

- A red, white, black, or grey short- or long-sleeved polo/collared shirt must be worn. Shirts should also be modest.
- Additionally, plain white, red, black or grey t-shirts are also permitted.
- Tops that are a combination of the above colours are also acceptable (ie flannel / checkered).
- Navy is not to be used as a substitute for black.

***Shoes:***

- Black dress shoes, black flats, **or** runners (any colour) are permitted in class.
- Non-marking runners must be worn in the gym.

***Optional items:***

- Cardigan (white, grey, red, or black)
- V-neck sweater (white, grey, red, or black)
- Plain hoodie (white, grey, red, or black)

***Jewelry / Hair:***

- Modest wrist bracelets, necklaces, headbands, and earrings shall be permitted.
- Finger rings are permitted
- Nail polish is permitted.
- All makeup shall be moderate.
- Styling should be neat and feminine.

## Personal Hygiene

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Please note, as students move into the upper elementary / junior high ages, it is necessary that they take care of personal hygiene. It is expected that students come to school maintaining a basic level of hygiene. Hair should be well-kept, students should be shaven (if required), and body odour should be managed with either regular bathing or underarm deodorant. Please do not send your child to school with strong smelling perfume or body spray.

## Physical Education

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K-4 Students do not change for P.E. activities as changing takes an unnecessary amount of time away from P.E. class.

Grade 5-9 Students are required to wear modest athletic clothing for P.E. Shorts to the knee or pants are acceptable along with loose-fitting t-shirts and non-marking runners. Failure to bring appropriate clothing to P.E. will constitute being unprepared for class. [All students are required to wear non-marking runners during all P.E. activities.](#)

## Discipline

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### Purpose

The purpose of the discipline system at Meadows Christian Academy is to help students in the development of Christ-like character. Discipline is much more than punishment. It involves loving correction and instruction. Proverbs 21:11 states, "When the scoffer is punished, the simple becomes wise; when a wise man is instructed, he gains knowledge." The staff of MCA desires to see the students acquire godly wisdom. Discipline is part of God's plan in producing young people with a heart for Him. The writer of Hebrews reminds us, "Now no chastening seems to be joyful for the present, but painful; nevertheless, afterward it yields the peaceable fruit of righteousness to those who have been trained by it" (12:11). Discipline is one of the Lord's tools in producing spiritual fruit in the lives of His children.

The disciplinary procedures at Meadows Christian Academy are not designed to replace the proper discipline of godly parents. The school staff seeks to use this system to maintain order, train students, and communicate with parents. The home and school must partner together in discipline with the goal of reaching the student's heart with the good news of Jesus Christ.

### Discipline Notices

Since it is the role of parents to train their children (Ephesians 6:4), the staff at Meadows Christian Academy will attempt to keep close communication with the parents of each student.

A discipline notice will be sent home (and kept on school records) when there has been **serious misconduct or persistent misbehaviour / improper attitude**. The discipline notice will be signed by the teacher and student, ensuring that the student knows why it is being sent home. The parent should review the notice, sign it, and return it the following school day. If there is a question, parents are encouraged to contact the staff member that issued the discipline notice. The administration should be contacted only after communication has taken place between the teacher and parent, unless the misbehaviour is of a more serious nature.

**Demerits**

Demerits are not to be equated with discipline. A demerit is merely a report that allows an institution to record a situation where discipline was needed. Discipline may take place without issuing demerits, and other consequences may be given in addition to a demerit penalty.

Note\* the following chart is a guideline. The school principal reserves the right to determine discipline on a case by case basis.

FIRST DISCIPLINE NOTICE	<b>5 DEMERITS</b>
SECOND DISCIPLINE NOTICE	<b>10 DEMERITS</b>
THIRD DISCIPLINE NOTICE	<b>10 DEMERITS</b>
EVERY DISCIPLINE NOTICE THEREAFTER	<b>15 DEMERITS</b>
DISCIPLINE NOTICE FOR A MAJOR MISCONDUCT	<b>25 DEMERITS</b>

**Consequences / Tracking**

When a student reaches a specific demerit total, the following penalties will be given:

AT TEACHER'S DISCRETION	<b>DETENTION</b>
25 DEMERITS	<b>SUSPENSION</b>
50 DEMERITS	<b>SUSPENSION</b>
75 DEMERITS	<b>3 DAY SUSPENSION</b>
100 DEMERITS	<b>EXPULSION</b>

**Detention**

At times the principal/teacher will issue a detention, and potentially a writing or service task, as a consequence to a student. The student must report to his classroom by the time assigned. Tardiness or absence for a detention will cause additional detention time and/or demerits. The school staff is not responsible for providing childcare to siblings of a student should the detention be required to be served after school.

**Suspension**

The administration may issue a suspension as punishment. The student is responsible for making up any assignments missed as a result of the suspension. At the discretion of the principal, the suspension may be served "in-school" or "out-of-school."

## **Expulsion**

At the discretion of the school board (MCES) a student may be expelled if:

1. The board deems that the infraction merits expulsion.
2. The student has been suspended multiple times in the same school year.
3. Should the board expel a student, as per government legislation, the board recognizes its responsibility to provide for the education of the expelled student.

## **Communication**

The trimester report card will include the number of late-days, absences, and student grades. The administration will always talk with the parents before a suspension or expulsion is issued. Parents are encouraged to communicate regularly with their child's teacher about behaviour. Teachers will keep records of discipline notices, late-days, and absences. The staff at Meadows Christian Academy encourages parents to schedule an appointment anytime there is a question or concern. Regular communication is essential to making this partnership successful. Teachers will not be available on Sundays to discuss issues regarding the school or your child. If there is an issue that needs to be discussed, please contact the teacher during school hours to set up a time to meet.

MCA also regularly communicates via email updates. If you are not receiving regular email updates, please contact the school principal, Mr. Brian Hunter at [bhunter@meadowschristian.ca](mailto:bhunter@meadowschristian.ca).

## **Attribute Grades**

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The school utilizes attribute grades in order to report data that may not be best described with a percentage or letter grade. The following **4-point scale** is utilized for attribute grades:

<b>4</b>	<b>EXCEEDS EXPECTATIONS</b>
<b>3</b>	<b>MEETS EXPECTATIONS</b>
<b>2</b>	<b>BELOW EXPECTATIONS</b>
<b>1</b>	<b>WELL BELOW EXPECTATIONS</b>



## Grading System

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Report cards are issued three times each year. Beginning in the third grade, the following scale is used:

<b>A+</b>	<b>97 - 100%</b>
<b>A</b>	<b>93 - 96%</b>
<b>A-</b>	<b>90 - 92%</b>
<b>B+</b>	<b>87 - 89%</b>
<b>B</b>	<b>83 - 86%</b>
<b>B-</b>	<b>80 - 82%</b>
<b>C+</b>	<b>77 - 79%</b>
<b>C</b>	<b>73 - 76%</b>
<b>C-</b>	<b>70 - 72%</b>
<b>D+</b>	<b>65 - 69%</b>
<b>D</b>	<b>55 - 64%</b>
<b>D-</b>	<b>50 - 54%</b>
<b>F</b>	<b>[FAILING] 49 AND BELOW</b>
<b>S</b>	<b>SATISFACTORY</b>
<b>U</b>	<b>UNSATISFACTORY</b>

## MCA Statement of Faith

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1. **The Scriptures:** We affirm that the sole authority for the Church is the Bible—verbally inspired, inerrant, infallible, and totally sufficient and trustworthy.
2. **The Trinity:** We affirm that the doctrine of the Trinity is a Christian essential, bearing witness to the ontological reality of the one true God in three divine persons—Father, Son, and Holy Spirit—each of the same substance and perfections.
3. **Jesus Christ:** We affirm that Jesus Christ is true God and true Man, in perfect, undiluted, and unconfused union throughout His incarnation and now eternally. We also affirm that Christ died on the cross as a substitute for sinners, as a sacrifice for sin, and as a propitiation of the wrath of God toward sinners. We affirm the death, burial, and bodily resurrection of Christ as essential to the Gospel. We further affirm that Jesus Christ is Lord over His Church, and that Christ will reign over the entire cosmos in fulfillment of the Father's gracious purpose.
4. **The Gospel:** We affirm that the Gospel of Jesus Christ is God's means of bringing salvation to His people, that sinners are commanded to believe the Gospel, and that the Church is commissioned to preach and teach the Gospel to all nations. Furthermore, we affirm that sinners are justified only through faith in Christ, and that justification by faith alone is both essential and central to the Gospel.
5. **Creation:** We affirm that the biblical account of creation is to be understood literally. We believe that creation occurred by direct, immediate, creative acts of God in six literal days. We believe that Adam was created in God's own image and after His own likeness as the federal head of the human race.
6. **The Nations:** We affirm that God calls His people to display His glory in the reconciliation of the nations within the Church, and that God's pleasure in this reconciliation is evident in the gathering of believers from every tongue and tribe and people and nation. We deny that the Church can accept racial prejudice, discrimination, or division without betraying the Gospel.
7. **The Church:** We affirm that the shape of Christian discipleship is congregational, and that God's purpose is evident in faithful Gospel congregations, each displaying God's glory in the marks of authentic ecclesiology. We deny that any Christian can truly be a faithful disciple apart from the teaching, discipline, fellowship, and accountability of a congregation of fellow disciples, organized as a Gospel Church.
8. **Education:** We affirm that the primary responsibility for the education and discipline of children remains with parents. Thus, the authority of the school is a delegated one, given to the school on behalf of parents. The school exists to support parents toward the end goal of training children for the purpose of glorifying God in all areas of their lives.
9. **Last Things:** We affirm that our only sure and confident hope is in the sure and certain promises of God. Thus, our hope is an eschatological hope, grounded in our confidence that God will bring all things to consummation in a manner that will bring the greatest glory to His own name, the greatest preeminence to His Son, and the greatest joy for His redeemed people.
10. **Marriage:** We affirm that God has designed marriage to be a covenantal, sexual, procreative, lifelong union of one man and one woman, as husband and wife, and is meant to signify the covenant love between Christ and His bride the Church. Furthermore, we affirm that God's revealed will for all people is chastity outside of marriage and fidelity within marriage.

11. **Sex & Gender:** We affirm that God created Adam and Eve—the first human beings—in His own image, equal before God as persons, and distinct as male and female. Furthermore, we affirm that divinely ordained differences between male and female reflect God’s original creation design and are meant for human good and human flourishing. We deny that physical anomalies or psychological conditions nullify the God-appointed link between biological sex and self-conception as male or female.
  
12. **Race / Racism:** We affirm God made all people from one man. Though people can often be distinguished by different ethnicities and nationalities, they are ontological equals before God in both creation and redemption. We also affirm that racism is a sin rooted in pride and malice which must be condemned and renounced by all who would honor the image of God in all people. We deny that treating people with sinful partiality or prejudice is consistent with biblical Christianity. We deny that only those in positions of power are capable of racism, or that individuals of any particular ethnic groups are incapable of racism.