

**ADMISSIONS HANDBOOK
2011-2012**



AQUIDNECK ISLAND CHRISTIAN ACADEMY

321 East Main Road
Portsmouth, Rhode Island 02871
(401) 849-5550
www.aica-classical.org

*"Hear, O Israel: The Lord our God, the Lord is one!
You shall love the Lord your God
with all your heart,
with all your soul
and with all your strength.
And these words which I command you today
shall be in your heart.
You shall teach them diligently
to your children, and shall talk of them
when you sit in your house,
when you walk by the way,
when you lie down,
and when you rise up.
You shall bind them as a sign on your hand, and
they shall be as frontlets between your eyes.
You shall write them on the doorposts of your house
and on your gates."*

- Deuteronomy 6:4-9 -

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History

In the spring of 1993 God was pleased to establish the vision for a Christian School in the heart of a young mother. As Susan Bailey sought counsel from her family and pastor, her conviction grew stronger to move ahead with plans to establish the first Christian school ministry on Aquidneck Island. Upon much prayer, in the fall of 1994, the first class of three students began the history of what is now the Aquidneck Island Christian Academy (AICA). Today AICA serves 37 families with an enrollment of 60 students in grades K-12.

Classical Philosophy & Methodology

In all programs, and academic teachings, Aquidneck Island Christian Academy seeks to:

- A. Emphasize grammar, logic, and rhetoric in all subjects (see definitions below).
- B. Encourage every student to develop a love for learning and live up to his/her academic potential.
- C. Provide an orderly atmosphere conducive to the attainment of the above goals.

Definitions:

1. **Grammar:** The fundamental rules of each subject.
2. **Logic:** The ordered relationship of particulars in each subject.
3. **Rhetoric:** How the grammar and logic of each subject may be clearly expressed.

Uniform Policy

The AICA dress code is designed to honor Biblical standards as well as to promote a positive academic environment. We believe in propriety - modesty is our general approach to dress.

Biblical principles of dress include:

1. Dress modestly and don't overdo the outward appearance (I

Timothy 2:9).

2. Do not give cause for another person to stumble (Romans 14:19-21).

AICA has selected a school uniform which is consistent with the above biblical standards. Uniform is to be worn at all times when at school, or when representing the school. In the event the student has arrived at school without being properly outfitted in uniform, his/ her parents will be contacted by the Headmaster. Refusal by student/parent to comply with the dress code is considered grounds for disciplinary action. The AICA administration is greatly encouraged when parents cooperate with the school in helping students to comply with the dress code by adhering to the following:

1. Maintain a clean and neat appearance.
2. Shirts are to be buttoned and tucked into pants/skirt at all times.
3. Shoelaces must be tied at all times.
4. Shoes or sneakers must be worn with socks at all times.
5. Hats may not be worn inside.

Homework Policy

Homework is assigned to reinforce assignments in the classroom and to help students develop responsibility and good study skills. Guidelines for required homework are as follows:

- | | |
|-------|---|
| K | (Second semester) 15 minutes per night; 2 or 3 times per week |
| 1 - 2 | 20 - 30 minutes per night; 3 times per week |
| 3 - 4 | 30 - 60 minutes per night, 4 times per week. |
| 5 - 8 | 30 - 60 minutes per night, 5 times per week. |

The amount of homework will vary according to a student's responsibility to use in-school class and study times effectively. Parental involvement will be a significant key to your child's progress at AICA. If your child consistently requires more time than the expected amount to complete homework, we welcome contact with our teaching staff for further discussion/clarification.

Discipline Policy

Our Lord has been pleased to give instruction from His Word in regard to a parent's God-given responsibility for the discipline of their children. All passages found within the Scriptures referring to corporal punishment are directed to the parents only. These passages are based upon the God-given, unique, parent-child relationship. The teacher-student relationship will never assume the unique dimensions and authority of the parent-child relationship, nor was it intended to. Only the child's parent is equipped to understand and discern the needs of their children. This is essential for proper correction and discipline for the child. Though we support the relationship between parents and teachers known as "loco parentis" (parent delegating authority to the school ministry over that of their children for the hours of the school day), we will not administer corporal punishment to the child. We do, however, recommend that every parent heed God's Word in regard to parental discipline for the benefit and spiritual encouragement of their children.

Should the school be required to take disciplinary action in regard to a student there are two levels of interaction with students who must require this attention:

Office Visits

The Headmaster may design appropriate consequences for necessary discipline within the hours of the school day. Discipline will be administered relative to the individual's offense. All discipline will be designed to honor Biblical principles, (e.g. restitution, seeking forgiveness, (public and private), restoration of fellowship, no lingering attitudes, etc.). The vast majority of everyday discipline problems are effectively addressed at the classroom level, according to the policies and philosophies established by the School Board. Principles of love and forgiveness will be an integral part of the discipline of the student.

We believe the Scriptures speak to every aspect of man's behavior. Therefore we have chosen not to discipline according to methods based upon presuppositions of secular philosophies (i.e., evolution and godlessness). Behavioristic techniques such as threats, bribes, promises, demerits or rewards may constrain behavior, but do not speak to the central issue of behavior. Such philosophies may institute a temporary control in the classroom, but will fail to train the child's heart to honor God as his/her primary motivation. We have learned by the Word of God the children are created for a relationship with the living God to glorify Him and enjoy Him forever. The Bible teaches that behav-

iors children exemplify *'proceed out of the abundance of the heart'* (Mark 7). Thus, as Christians, we may conclude that correction and/or discipline must address issues of the child's heart. We desire, when correction or discipline occurs, to help our students understand the matters of the heart in which they are involved. We will strive to apply biblical instruction and wisdom in every instance during matters of discipline. If time does not permit the teacher to speak with a child about the attitudes of his heart that result in disobedient/disruptive behavior, the child will be required to speak with the Headmaster. The teacher or Headmaster will contact the parents in these circumstances.

It is vital for both parents and students to realize that maintaining an orderly atmosphere in the school and classroom is critical to the learning process. But far grater in importance to the Christian is bringing glory and honor to God by the process through which concerns are addressed. Of equal importance is that the process by which AICA resolves school matters remains reflective of the principles and absolute truths found in the Holy Scriptures.

There are five behaviors which will bring immediate disciplinary action by the school administration:

3. ***Disrespect*** shown to any faculty/board member
4. ***Dishonesty*** including lying, cheating and/or stealing
5. ***Rebellion***, i.e. outright disobedience in response to instruction or correction.
6. ***Fighting***, any physical force used with the intention to harm or intimidate another student or staff member.
7. ***Vandalism*** or damage to physical property on school property
8. ***Obscene language***, including taking the name of the Lord in vain.

Parental Involvement

We will refer behavior problems (resulting in office visits) to parents for discipline and correction. We desire to cooperate with parents in helping them to understand their child's behavior in the classroom. We leave this responsibility with parents, for parents are God's appointed agents for discipline. When a child's behavior has become disruptive and hinders the learning process of others in a classroom, the child's parents will be notified. They will be required to meet with the Headmaster, and consult as to how best to resolve the child's behavior. At that time, the school's policy of classroom behavior will be revisited and expectations for the child's future behavior established. A continuation of the disruptive behavior will serve as grounds for im-

mediate attention by the administration to take the next step in the disciplinary process if necessary.

3. At this time an appointment will be arranged requiring the teacher, parents and Administrator to be present. At this meeting, we will outline, illustrate, and discuss the child's behavior. We will then agree as to how best to resolve the behavior problem.
4. A further instance of the behavior problem will call for a two-day suspension. The next occurrence will result in a three-day suspension. At this time another meeting with the child's parents will be scheduled to evaluate the student's situation. The three-day suspension will allow the parents to locate another school for their child.
5. An expelled student may not be permitted to reenroll for one year from the date of expulsion. The Administration and Board of Directors will have final decision for readmission based upon the parent's and student's attitude and circumstances.
6. Any impropriety on the part of the student/parent disrupting the expulsion process will serve as grounds for immediate removal at the discretion of the Headmaster.

Severe Misconduct

In the case of extreme behavior, by either a parent or a student, (i.e., unbiblical, inappropriate, rude, or rebellious comments, or deeds), the Headmaster may discern that immediate action is appropriate. With the counsel of at least two concurring board members, a student/parent who has displayed an aggressive or unsubmitive spirit to the policies of the Aquidneck Island Christian Academy may give cause for immediate expulsion from the school. If behavior is so severe so as not to warrant the time necessary to notify the two board members, the Headmaster may implement immediate dismissal of student and/or parent from the premises of AICA upon his discernment.

Lastly, behavior by a student demonstrated outside of school hours such that it examples a moral collapse disregarding biblical standards and accompanied by a prideful and unrepentant spirit, expulsion will result. We believe that a student's behavior can be a negative reflection of the AICA ministry, and we must strive to protect the testimony and reputation of AICA, 'that the Word of God be not blasphemed' (1 Tim 6:1, Titus 2:5). If there is a desire on the part of the parent to have the Board of Director's revisit a decision of immediate expulsion, the parents must notify the AICA administration to make

a biblical appeal:

Biblical Appeal Process

1. The appeal should be proposed for the purpose of achieving the school administration's objective or purpose and must always and necessarily be prayerfully considered.
2. The motive of the parent must not be manipulative. The appeal process is never just to get one's own way.
3. The appeal process should be made in a respectful manner and with a spirit of submission to the authority of the school administration. The manner of speech and spirit with which a parent appeals to the administration should not be evidenced by a contentious or demanding tone.
4. An biblical appeal should be made only once. Sometimes a more serious circumstance may require a *restatement* of the appeal to ensure that the appeal was properly understood. However, frequent or repeated appeals indicate that a parent may be contentious or manipulative (*a further appeal can be made when new information is available that the administration has not considered*).
5. An appeal should be presented by the parent in a spirit of humility and submission reassuring the administration they will honor the resulting decision should the appeal be denied.

Students/Parents to Teacher

1. All concerns regarding events in the classroom must first be presented to the teacher by the parents, or if the student is mature enough, by the student himself with the parent's knowledge and consent. If the student presents the concern, a respectful demeanor is required at *all* times.
2. If the problem is not resolved, the parent/student may bring the concern to the Headmaster. If the problem remains unresolved, the parents may appeal the decision to the School Board.

Parents/Patrons to Headmaster

1. In the event a parent has a grievance regarding the operation of the school, they should first bring their concerns to the Headmaster.
2. If there is no resolution, they should request a hearing from the AICA Board of Directors.

3. This procedure also applies to board members and faculty members who are acting in their capacity as parents and patrons, and not as representatives of the Board or as employees of AICA.

Suspension/Expulsion

Should a student commit an act with serious/dangerous repercussions, the Headmaster may deem it necessary, to bypass the the office-visit process and suspension/expulsion may be imposed immediately. Examples of such serious misconduct include: acts endangering the lives of students or staff members, gross violence/vandalism to the school facilities, violations of civil law, any act in clear contradiction of scriptural commands, and any refusal to abide by the policies established by the school board.

Lastly, there may be circumstances when it becomes necessary to expel or suspend a student should a *parent* become unruly, dishonoring to school policy, dishonoring to board, administrative or faculty members, or dishonoring to any established mandate governing the Aquidneck Island Christian Academy.

To ensure the Biblical nature of the ministry of
Aquidneck Island Christian Academy,
we have adopted a *loco parentis* policy as a guideline
to protect parental authority.

We believe the school has been raised-up
as an institution of education so as to *serve* parents
in their God-given responsibility to
teach their children.

The teachers and staff of AICA, *come
alongside the parents*, in authority and as instructors
to serve and to aid parents in the
responsibility of educating their children.

Rooted in Truth - Growing in Grace