



**FRONT RANGE  
BAPTIST ACADEMY**

STUDENT HANDBOOK  
2022-2023



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# FRONT RANGE BAPTIST ACADEMY

Pastor Dean Miller, Senior Pastor/ President  
Mr. Tim Boggs, Administrator

Welcome! We are thrilled that you have joined our academy family. We believe that your child's education must be a joint effort. With this in mind, this handbook is written to students and their family. Please read it thoroughly, since it explains the policies and procedures that govern our academy. We hope you will find it helpful and informative. Feel free to consult with the office about any problem or question that concerns the welfare of students. It is the desire of the administration and the faculty to be of service to both parent and student. Each teacher welcomes a visit from any parent. We do urge, however, that such visits be made by appointment with the teacher at a convenient after-school hour.

## INTRODUCTION

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### MISSION STATEMENT

Committed to Provide Academic Excellence, with a Caring Faculty, in a Safe Environment, while Glorifying God

### ACCREDITATION

FRBA is fully accredited through the following agencies:

American Association of Christian Schools (AACCS)

North American Christian School Accrediting Agency (NACCSAA)

National Council for Private School Accreditation (NCPSA)

Cognia

### PURPOSE

Our desire is to offer each student a quality education; however, we realize this goal can only be attained by teaching subject matter in the light of God's Word. Therefore, our goal is to give each child an educational process designed to fulfill II Timothy 3:17: "That the child of God may be perfect, thoroughly furnished unto all good works."

Since our desire is to instill an appreciation for godly living in the heart and life, we have found it necessary to have regulations concerning the daily operations

of our academy. We recognize that not every family who has children in FRBA will agree with each of our preferences; however, it is important that each of us realize that conformity to academy policy is expected. "As much as lieth in us," we desire to "live peaceably with all men" (Rom. 12:18). For we realize that "the letter killeth but the spirit giveth life" (II Cor. 3:6); therefore, it is necessary that harmony exist between the academy and the home with regard to each of the procedures and regulations by which we operate.

## PHILOSOPHY OF CHRISTIAN EDUCATION

Front Range Baptist Academy has a biblical philosophy of Christian education. Although the Bible does not mention the Christian school, it says much about the education of young people. God makes it plain that His goal for all Christians is that they "be perfect, thoroughly furnished unto all good works" (II Tim. 3:17). To accomplish this task, God gives men various gifts "for the perfecting of the saints, for the work of the ministry, for the edifying of the body of Christ: till we all come in the unity of the faith and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fullness of Christ" (Eph. 4:12-13). These verses describe the goal of Christian education: to create in every young person the likeness of Christ. Christian education should develop Christians whose activities in this life anticipate their eventual conformity to the image of Christ (Rom. 8:29).

Christian education should take place first and foremost in the Christian home. In the Old Testament, parents are commanded to "teach [God's Word] diligently unto [their] children" (Deut. 6:7). In the New Testament they are commanded to "bring them up in the nurture and admonition of the Lord" (Eph. 6:4). These commands are directed to Christian parents, who bear ultimate responsibility for the success or failure of their children's education. Another institution with God-given responsibilities for education is the church. In the Great Commission, Jesus tells His church—all Christians—to go and disciple "all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost: teaching them to observe all things whatsoever I have commanded you" (Matt. 28:19-20). Notice the order in which the Great Commission was given. First, we are to make disciples. A prerequisite to discipling is evangelism; a person must be won to Christ before he can be discipled. Second, we are to baptize these converts. Third, we are to teach them everything that God has commanded us. Christians are to win the lost to Christ and then teach them, regardless of their age.

In our generation, the Christian school has been established as an arm of the home and, usually, of the church. It has accepted responsibility for reinforcing the biblical teachings of the home and church. The Christian school does not relieve parents of the ultimate responsibility for the education of children. However, its goal should be the goal of Christian parents: making the student Christ-like.

Therefore, the purpose of Christian education is to assist the family and church in training and teaching children through instruction centered upon Jesus Christ and founded upon the absolute truths of His Word (II Cor. 5:18; John 1:1-5). Jesus Christ is the center of all truth/education; therefore, FRBA only selects curriculum that keeps Christ at the center of all learning.

#### NATURE OF THE CLASSROOM

FRBA believes in absolute knowledge and authority. As the creation of God, man is ultimately responsible to his Creator, regardless of man's view of God. Man's view of God does not change the reality that he is accountable to God (Col. 1:17; Rom. 1:20). There is also a standard structure for authority on this earth (I Tim. 2). When man steps outside his designated authority, there are consequences.

Likewise, FRBA believes that the best learning environment is created when the teacher is in charge of the classroom. There is a philosophy of education that believes that the student and teacher are co-learners and that the student constructs his own knowledge by experience and social interaction. In this environment (the notion of no authority), not only are textbooks looked down upon, but grading and other set objectives are also. This philosophy of no authority is contrary to FRBA's philosophy. The teachers at FRBA lead their classrooms and set the learning outcomes and standards. Additionally, FRBA does not believe that knowledge is constructed or subjective, but rather that knowledge is objective with absolutes (as given by God).

#### NATURE OF MAN

The Bible is clear that all men are sinners by nature (Rom. 5:12). Because FRBA holds to this philosophy, this affects how the teachers manage their classrooms. There are classroom rules that each student must abide by in order to create the best learning environment for each child (Ps. 58:3). FRBA does not believe that each child is naturally good, nor does FRBA believe in a neutral, behavioristic philosophy that teaches that the students are shaped by their environment and no one can change that, not even the students. FRBA believes that a child left to himself will grow up in conformity to his sinful nature. He must be taught and trained (Prov. 22:6). A child must learn how to study, to be self-disciplined, to focus, and to discern the difference between right and wrong.

#### NATURE OF TEACHING

Teaching is a complex endeavor which calls for competence, commitment, and compassion. Those whom God has called to a teaching ministry have a holy calling (II Tim. 1:9). The multi-dimensional aspects of teaching are demanding; the process of communicating God's truth to students forces the teacher to draw upon the power of the Holy Spirit and all available resources within his reach. The nature of teaching has five separate aspects.

1. Teaching is an art. Some clearly have an innate ability to communicate truth. In His divine wisdom, the Lord endowed to some the gift of teaching. Ephesians 4:11-12 says "and he gave some. . . teachers; for the perfecting of the saints, for the work of the ministry." The scriptures indicate here that not all have this gift; the requirement that deacons be "apt to teach" is an admission that not all have the gift (I Tim. 3:2). Those who do not have the creative resourcefulness and skills needed for teaching do not belong in the classroom. Those who do possess the gift of teaching must nevertheless be fully prepared and trained to develop their natural talents.
2. Teaching is a science. Teaching is a science in that it contains a body of knowledge that can be researched and analyzed. The methodology of teaching attests to the validity of this claim. Education has procedures, methods, and processes; therefore, in this sense, it is a science indeed.
3. Teaching is a commitment. This is particularly true for the Christian educator, who may labor under less than ideal conditions. The teacher must demonstrate an unwavering commitment to the goal of educating his students in the truth. The effective teacher knows that in order to be at his best, he must be willing to give up everything for Christ.
4. Teaching is a profession. The concept includes a code of conduct, dress, and manner befitting to the profession. It encompasses a certain level of proficiency and intellectual achievement. A professional teacher is familiar with the techniques, methods, and processes of the discipline. The Christian educator does not have merely a vocation; he has a ministry. He is obligated to do all to the glory of God which means equipping himself to be the best teacher he can be during his career.
5. Teaching is a ministry that calls for personal sacrifice. The teacher's motivation should emanate from a joyful heart that is tuned to serve Christ. The Savior did not come to earth to be ministered to, but to minister. A God-called Christian educator will look at teaching as more than a job--it is a ministry of service to Christ that calls for the teacher to look at his task as more than a "9-5" job.

#### NATURE OF LEARNING

As to the nature of learning, Christian education takes the position that each student has been created in a unique manner for a special purpose. His capacity for a truly Christian education and the realization of his ultimate purpose depends on the student's willingness to accept Christ into his life and to be molded like the Master. This view recognizes the importance of man's free will; although environmental factors are important, ultimately the student's choices determine his life. There are five levels involved in the learning process.

1. Exposure is the first and lowest level in which the student is exposed to the facts to be learned.
2. Next, the activation level helps him to store the data in his mind through drills and reinforcement methods.
3. The third level of learning is comprehension in which the student understands the material. This level is not necessarily easy to ascertain by the teacher and must be determined by teacher-student interaction.
4. The fourth level is the area of conviction in which the student internalizes the information.
5. The highest level of learning involves application in which the student applies his understanding of knowledge in his daily life.

A student receives a true Christian education when he incorporates all levels, including the highest level of application. The biblical admonition is to be not only hearers of the Word, but doers also.

## CHRISTIAN DISTINCTIVE OF FRBA

The Bible consistently represents Christianity as monotheistic and exclusive. It teaches that all men are in need of salvation and a relationship with the one true God of the Bible (Rom. 3:10, 3:23, 6:23, 5:1). It also teaches that Christ is the Way, the Truth, and the Life, and that no one can come to salvation and a relationship with God except through Christ (John 14:6, Acts 4:12). Accordingly, FRBA rejects modern notions of religious pluralism. As an extension of the ministry of Front Range Baptist Church, FRBA teaches that belief systems other than Christianity do not provide alternative paths to salvation from sin or a relationship with God. Rather, at best, they provide moralistic teaching with a false hope of a relationship with some god other than the God of the Bible. Consistent with its Christian mission, FRBA teaches that belief systems other than Christianity are false and should be rejected in favor of Christianity, which is the only means of attaining salvation and a personal relationship with the one true God of the Bible.

## AFFILIATION

Front Range Baptist Academy is affiliated with the American Association of Christian Schools, the Colorado Association of Christian Schools, the Front Range Christian Athletic Association, and the Colorado High School Activities Association.

## STATEMENT OF FAITH

We believe the Bible to be verbally inspired by God in its original writings, that it is truth without any mixture of error and is our sole rule of faith and practice for believers. (II Timothy 3:16)

We believe there is only one true God, existing in three Persons: Father, Son, and Holy Spirit. These three are co-eternal and co-equal from all eternity, each with distinct personalities but of one essence. (John 14, 15, 16)

We believe that Adam was created in holiness in the image of God, but by voluntary transgressions fell, and thus the whole race is now sinful by nature and practice; and therefore, under just condemnation to eternal separation from God. (Romans 5:12)

We believe that Jesus Christ is the eternal Son of God Who entered into the world through the virgin birth, living among us without sin as perfect man and perfect God. (Matthew 1:23, Hebrews 4:15)

We believe that Jesus Christ shed His blood on Calvary as a vicarious substitute for all sinners, and that He was buried and rose again bodily and ascended to the right hand of the Father. He will personally return to rapture His church before the seven years of great Tribulation followed by His pre-millennial return to earth to establish His Kingdom according to the Scriptures. (II Corinthians 5:21, Luke 24:46-51, Revelation 1:7)

We believe that the Holy Spirit convicts sinners, regenerates, sanctifies, indwells the believer, and fills him for effective service. (John 16:7-13)

We believe that men are born again by the Holy Spirit as they repent and believe the gospel message. We believe that they are justified by grace through faith in the shed blood of Jesus Christ without any mixture of works. (John 1:12, Ephesians 2:8,9)

We believe in the priesthood of the believer and that God has made provision for each believer to be victorious by being led of the Spirit and by not walking after the flesh. (Hebrews 4:14-16, Romans 8:11)

We believe in the eternal security of the believer and that he is guaranteed eternal life and a resurrected glorified body at the coming of our Lord Jesus Christ. (John 10:29, I Corinthians 15:51-54)

We believe that a New Testament church is an autonomous local group of believers baptized by immersion and actively engaged in fulfilling the Great Commission. We believe that baptism and the Lord's Supper constitute the only two ordinances of the Church. (Matthew 28:18-20, I Corinthians 10:16,17)

We believe in the resurrection of both the saved and the lost--the saved unto the resurrection of life eternal and the lost unto the resurrection of eternal damnation. (Romans 8:11-23, Revelation 21:8)

We believe that Satan is a person and that Hell is a place of eternal conscious punishment for him, his hosts, and all unbelievers. (John 13:2, II Corinthians 4:4, Matthew 25:41, Revelation 20:10)

We believe that churches are mandated by Scripture to abstain from all forms of compromise with unbelief. We believe that believers are commanded to fellowship only with those churches that follow Scriptural methods. We believe that this mandate above all means complete separation from all forms of Modernism, including the World and National Council of Churches. (I Corinthians 6:19,20; II Corinthians 6:14,15)

We believe that the Bible declares itself to be the message of God and sets forth the principle that this message is to be interpreted as literally as possible within its historical and cultural background. We believe that we must follow the Scriptures and not emotions and **must** avoid the faddist and cultist deviation of our day, including the so-called charismatic movement. We further believe that since the Scriptures are the inspired Word of God, we need to use the most accurate translations possible and avoid those translations and paraphrases of the Scripture that take liberties that are unwarranted. We recommend the King James (Authorized) for general and church use. (Hebrews 4:12, II Timothy 3:16)

## STUDENT OUTCOME GOALS

The process of teaching and learning must include the general goals for every FRBA student. Because FRBA's goal is Christlikeness, we seek to help parents develop their young people in four areas.

"And be not conformed to this world: but be ye transformed by the renewing of your mind, that ye may prove what is that good, and acceptable, and perfect, will of God." - Romans 12:2

### SPIRITUAL GOALS

- Demonstrate a personal profession of faith in and a relationship with Jesus Christ
- Share one's faith in the Lord Jesus Christ
- Live in obedience to parents and authority figures
- Have a daily time of devotions in which one reads God's Word and prays
- Demonstrate a strong Christian testimony and live an exemplary life
- Participate faithfully in church services and be active in a ministry
- Seek God's will for one's career path and future mate
- Continue to be a godly example for the academy
- Instill in each student a strong sense of right and wrong
- Make one aware of the spiritual blessings that result from doing right

- Warn of the many wrongs that now characterize our culture and the negative consequences to be borne by those who choose those wrongs
- Be willing to serve with humility and Christian grace
- Be willing to stand for truth no matter how difficult
- Exhibit an appreciation for both the unity and diversity of all people as created in God's image
- Appreciate a creation worldview
- Be positive and exhibit an enthusiastic service to family, church, school, and community

#### ACADEMIC GOALS

- Communicate effectively and clearly with proper grammar
- Exhibit excellent study skills
- Demonstrate a proficiency in communication using written, oral, digital, and visual means
- Logically analyze situations and be a problem-solver
- Appreciate music and fine arts
- Understand the role of government in American society
- Possess research skills
- Demonstrate a proficiency in math, science, history, geography, and English

#### PHYSICAL GOALS

- Develop a respect for the body as the temple of the Holy Spirit
- Take intelligent care of the body
- Encourage the yielding of the body as an instrument for God's use

#### SOCIAL GOALS

- Develop an understanding of the student's place and obligation within the family
- Share one's Christian responsibility as a citizen
- Conduct one's self in a job interview with poise and polish
- Show confidence and diplomacy in social situations
- Dress appropriately for any occasion
- Demonstrate social graces for a formal event or dinner
- Speak articulately for any occasion
- Exhibit one's self on social media professionally and considerately
- Possess student leadership qualities in academics, fine arts, and athletics
- Have empathy toward those in need in the academy, community, and the world

# GENERAL INFORMATION

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## AACS STUDENT LEADERSHIP CONFERENCE

During the first quarter of the school year, the juniors and seniors will attend the annual AACS Student Leadership Conference. This camp setting often provides a better atmosphere for teens to make life-changing decisions, away from the routine and influences of everyday life. This format provides needed time for assimilation and application of team and leadership concepts being taught. This is a scheduled overnight trip that is required for all juniors and seniors to attend. An academic and financial penalty will be imposed on any student who does not attend.

## ACADEMY OFFICE

Office hours are Monday through Friday, 8:00 AM - 4:00 PM. Summer office hours are Tuesday through Friday, 9:00 AM - 4:00 PM.

## ADMISSION PROCEDURES

All potential students must adhere to the following guidelines for enrollment. As soon as all admission procedures have been completed, notification of admission status will be sent to the parents.

1. ACADEMY TOUR - Schedule a parent interview with the academy administration which includes a tour of the academy at which time policies and procedures will be discussed. Following that meeting, an information packet will be given to the parents.
2. NEW STUDENT APPLICATION - Must be completed online with a \$40 application fee paid
3. REFERENCE FORM (GRADES 7-12) - May be picked up in the academy office
4. STUDENT MEETING (GRADES 7-12) - Meeting with the academy administrator
5. ENTRANCE TEST - \$40 fee paid (optional for home school students)
6. ENROLLMENT FORM - To be completed on-line with \$300 enrollment fee paid
  - includes Parents' Pledge signed by both parents
  - includes student Standard of Conduct signed by both parents and student (Grades 7-12)
7. FACTS MANAGEMENT - Each family must sign-up with FACTS Management to pay tuition and incidental fees.

8. HEALTH RECORDS - Colorado law requires that all students have the following:
  - Copy of birth certificate
  - Certificate of (up-to-date) immunization record on CO Health Department official form
9. REQUEST FOR SCHOOL RECORDS (GRADES 1-12) - The transfer form must be completely filled out showing student's last grade attended at previous school. This form may be obtained in the academy office. Each transfer student should bring a copy of his most recent report card to the office.

An applicant for kindergarten and first grade must be the appropriate age by October 15 of the enrolling year (i.e., to enter K4, the child must be four years of age by the October 15 deadline).

**K4 AND K5 STUDENTS MUST BE POTTY TRAINED.** Parents of all kindergarten students are asked to send an extra full set of clothes, labeled for identification in a zip-lock bag to be kept at school. Accidents can happen at any time during the day. In the case of an accident, a parent may be called to change his child, if necessary. Jackets, sweaters, lunch boxes, etc., must be plainly marked with the child's name. Unless requested, students are not allowed to bring money, jewelry, personal items (no toys), or any items that may be easily lost or broken.

All students entering kindergarten or transferring from another school are required to have the following forms on file: copy of certified birth certificate and certificate of immunization (Form 3231). These forms must be submitted with the application papers. The certificate of immunization (Form 3231) must be marked "Complete for School Attendance" or have an expiration date noted. If the form has an expiration date, a new certificate must be submitted within 30 days after the expiration date or the student will be excluded from attendance until an updated certificate is submitted.

## ATTENDANCE AND TARDIES

Each student must be in regular attendance in order to fully benefit from the instruction given during class. In case of absence, the parent must send a dated note to the office the day the student returns explaining the reason for the absence. Students who do not bring a note from home explaining the absence will be marked as unexcused for the day(s) missed.

The following circumstances are considered to be acceptable reasons for absence:

STUDENT ILLNESS

DEATH IN THE IMMEDIATE FAMILY

DOCTOR AND DENTIST APPOINTMENTS

Students who do not arrive to campus for the first day of school or the first day when school resumes after the Christmas break without administrative permission will receive an academic and financial penalty.

Family vacations and trips should be scheduled during school vacations since it is often difficult for a child to make up work missed during an absence and presents undue hardships for students and teachers. Should it be necessary for a student to miss school for personal reasons, please obtain permission from the administration at least a week in advance. Secondary students will need to fill out an Absence From School Request Form. If an athlete will be absent from a practice or game, he/she must fill out an Athletic Absence Request Form (in addition to the Absence From School Request Form) at least one week in advance for administrative approval.

All work must be turned into the teacher by the due date listed on the Absence From School Request Form (7th-12th grade) or by the date requested by the teacher (1st-6th grade). Students who miss final exams due to family vacation will receive zeros on exams missed. Additionally, international students who miss exams due to leaving for home on flights before the end of a semester will receive zeros on exams missed. Final exams may not be made up except for extenuating circumstances approved by the administration (ex. illness). Class time missed during this approved excused absence must be made up, and students will still be responsible for the material covered in their absence. Approved excused absences are given to help provide some flexibility for family vacation trips, church trips, and college trips that cannot be planned during school vacation periods; however, approved excused absences generally will not be allowed for day trips (e.g. skiing, snowboarding, "fun days," etc.).

Any elementary student who is absent 10 days or more in one semester may not pass that semester's work. Elementary students who must leave before 11:30 AM will be counted absent for the entire school day. Elementary students who leave after 11:30 AM, but before regular dismissal time will be counted as present for the day.

Secondary students must attend at least four full classes in order to be counted present for the day. Any secondary student who is absent 10 or more class periods may not receive credit for that semester's class work. Students may not participate in a sports event /practice on a day when he is not counted present.

Elementary and secondary students who miss more than 10 days in a semester will be required to attend Summer School for any day(s) past the 10 missed days.

Tardies are disruptive to the classroom and have an adverse effect on your child's educational progress. All students who arrive after 8:15 AM must sign in at the reception desk in the lobby. Students should not accrue more than five unexcused tardies per semester. Beginning with the sixth unexcused tardy and for each additional tardy, a \$5 fine will be added to the FACTS account. Tardies because of traffic will be counted as "traffic tardies." An unexcused tardy will be given for the accumulation of three or more traffic tardies in a semester.

Front Range Baptist Academy operates on the "closed campus" principle. This simply means that attendance at the academy is required from the regular start of classes to the regular dismissal time, regardless of the number of free periods a student may have. Students may go off campus during the academy day only with prior permission of the administration. STUDENTS WHO ARE ABSENT FOR ANY REASON ARE EXPECTED TO SECURE ASSIGNMENTS AND COMPLETE ALL WORK MISSED DURING THE ABSENCE.

## AUTOMOBILES

It is a privilege to be able to bring a car to the academy.

- All student-driven cars are to be registered in the office immediately when the student begins driving to the academy. Fines of \$1/day may be assessed for students who do not register vehicles.
- Each driver should be an example of courteous, careful driving habits. Students should park as directed and proceed slowly and with care in the parking lot at all times. Fines may be assessed for speeding or improper parking.
- Cars are to remain parked until students leave for the day.
- Cars are not to be occupied during school hours. Students are not to sit in parked cars while waiting for school to begin or after school dismisses or at any school function.
- A fee of \$50 per year will be added to the student FACTS account.
- Failure to follow these policies may necessitate cancellation of the privilege of bringing a car to campus.

## BEGINNING OF SCHOOL

All students are required to be at their Orientation Day and will be expected to comply with regular academy dress and hair standards.

K4-12TH ORIENTATION

AUGUST 12, 9:00 AM

Textbook lists will be provided at Orientation for 1st-12th grades, and supply lists will be available on the academy website and in the academy office before Orientation and will need to be purchased at local retail stores. Books and supplies will be provided at Orientation for the K4 and K5 students. Textbooks for 1st-12th grades and the supply and book/program fee for K4 and K5 will be billed to your September

ber FACTS incidental account. Important information will be given at Orientation, so it is vital that each student and a parent attend. ATTENDANCE WILL BE TAKEN AND COUNTED AS THE FIRST DAY OF SCHOOL.

## BIBLE

Bible study is recognized here as foundational to a complete education. Without a knowledge of Biblical truth, a student cannot be considered educated. The Bible gives direction for this life and is the only hope for the life to come. A knowledge of the Bible is one of the greatest educational assets anyone can have in addition to the moral and scriptural values resulting from the study of it. In light of these truths, FRBA students have Bible class each term. Chapel services meet each week; and on the day of Chapel, Bible classes do not meet.

## CAR LINE PROCEDURES

### ARRIVAL

Early students will be supervised beginning at 7:30 AM. We ask that students not arrive before this time. Early drop-off provides care for students arriving between 7:30 AM and 8:00 AM at no cost. Students who arrive prior to 7:30 AM will be assessed a fee of \$5 for each arrival prior to 7:30 AM. If a student arrives after 8:15 AM, he must check in at the office.

### DEPARTURE

Students should be picked up on the patio at the following times:

KINDERGARTEN - BEGINNING AT 3:05 PM

ELEMENTARY - BEGINNING AT 3:08 PM

SECONDARY - 3:15 PM

A teacher will be there to walk the student to the car. To keep the child safe and to expedite dismissal, a car visor tag, which must be placed on the visor of the car, will be issued for kindergarten and elementary students. Additional car visor tags are available for purchase for \$5 in the academy office. If a student needs to be picked up from the academy early, parents should go by the reception desk. In order for someone other than the mother or father to pick up the child, the name must be listed in the FACTS Family Portal or a notification must be sent that morning to the teacher. Otherwise, parents will be contacted before a student is permitted to leave the academy property. Information concerning the name and make of car of the person picking up the student is needed. The teacher will ask to see a driver's license any time a student is picked up by anyone who is not familiar to the academy staff.

## CELL PHONES/SMART WATCHES

Students are permitted to have cell phones, but they must be turned off or on silent and left in the student's locker/book bag and not carried in any campus build-

ings. Students who use, carry, or display cell phones will receive demerits; and the phone will be confiscated and sent to the office until the parent has been notified. Cell phones that are confiscated from students may be examined, including numbers called, pictures and videos stored, as well as text messages sent and received. Inappropriate materials found may result in disciplinary action.

Students may have cell phones with them at home games; but the primary purpose should be for communicating with parents. Students should be engaged in cheering for the Falcons and fellowshiping with friends and family. Students are also permitted to take cell phones with them on away games, but they may only be used for communicating with parents.

Students found using a smart watch to communicate or to use for purposes other than that of a regular watch will have their watch confiscated and sent to the academy office. The student or parent will then need to pick up the item from the office, and secondary students will receive the same demerits as cell phone use. The student will not be allowed to wear a smart watch to the academy.

## CHILD ABUSE

Colorado law requires that academy employees report to the local Department of Family and Children Services (DFCS) any suspected cases of child abuse or neglect. Failure to comply with this requirement may result in prosecution of the employee. Once a report has been made, official representatives of DFCS have the right to come to the academy to interview the child. Parental permission is not required.

## COMMUNICABLE DISEASE POLICY STATEMENT

Front Range Baptist Academy does not discriminate against any student. However, the academy is faced with the challenge of providing a safe haven for those students entrusted to their care, and it is their intent to protect all students from exposure to serious illness. Front Range Baptist Academy with its limited facility is not equipped to physically care for the needs of a very ill student or any student with a serious or chronic communicable disease.

Therefore, out of concern for the welfare of all students, it will be academy policy to deny admission to, or to require dismissal from the academy for a child with a serious and communicable disease. The concern is two-fold: it is that other students not be infected, and that the ill student not become infected with other diseases transmitted by fellow students or others within the academy family. Any student who is denied acceptance or is dismissed due to a communicable disease will not be permitted to enroll or re-enroll in regular classes until he has been medically diagnosed as no longer carrying the communicable disease.

This policy is to applied to diseases such as, but not limited to and including: syphilis, gonorrhea, Hepatitis, Acquired Immune Deficiency Syndrome (AIDS), etc. Students who test positive for antibodies of HIV (Human Immunodeficiency Virus) are included in the policy.

It is the responsibility of the parent or guardian of a student to inform the academy of the student's infection of any serious and continuing communicable disease upon application for enrollment (of a new student) or at the time of diagnosis (for a current student). In adopting this policy, Front Range Baptist Academy recognizes that the state of medical knowledge about AIDS and other serious communicable diseases is rapidly changing. The academy will, therefore, update the policy statement in light of significant new information on such diseases.

## CONTACTING TEACHERS

Parents are requested to contact their child's teacher through email, by writing a note and having the child bring it to the academy, or by contacting the academy office. If the teacher is not available at the time of calling, the receptionist will leave a message for that teacher to call back. Parents should stop by the office to sign in and receive a pass prior to going to a classroom. Parents should not go to the child's room in the morning. Talking to a teacher in the morning delays that teacher from very important preparations for the whole class. If a conference is needed, the teacher will be glad to schedule a time to meet.

## EXTENDED SCHOOL DAY (ESD)

All students should be picked up from campus by 3:25 PM unless they are detained by a teacher or have extra-curricular activities. A surcharge of \$12 per child will be made for students not picked up by 3:25 PM. Parents may sign up for Extended School Day in the office. Afternoon ESD is from 3:20-5:30 PM on regular school days. Students must be picked up by 5:30 PM. A surcharge of \$10 per child will be made if a child is not picked up by 5:30 PM and is increased to \$15 if a child is not picked up by 6:00 PM. This service is available for K4-6th grade students for an additional fee of \$120 per month (Sept-May).

Secondary students who are not supervised in an extracurricular event but are still on campus after 3:30 PM will be sent to the ESD room to contact their parents. A fee of \$24 will be assessed for each occurrence.

## FACILITIES

In order to teach students proper stewardship and to maintain our facilities and equipment, students are to refrain from any actions and activities that could result in damage. This includes, but is not limited to: horseplay; climbing on furniture; attempting to jump and touch ceilings, door overhangs, elevated signs, etc.; and

chewing gum on the premises. Students who inflict damage to property will be required to pay replacement or repair costs.

## FACTS FAMILY PORTAL

Front Range Baptist Academy utilizes an academy records and information system called FACTS Family Portal (formerly known as ParentsWeb/RenWeb) which is beneficial to parents and staff alike. Parents are able to view lunch menus, account information, homework, academic grades, and their child's academic progress. This program also enables parents and teachers to easily communicate with each other. More information can be obtained through the office, by logging onto [www.factsmgt.com](http://www.factsmgt.com), or through the link on the academy website.

## FIELD TRIPS

The teachers and administration of FRBA feel that field trips can be a resourceful way to enhance the educational process. On many occasions, these trips are planned in relation to classroom studies and activities. While written permission has been obtained on the student enrollment form, parents will be notified in advance of the trips. Parents are often invited to attend their child's field trip. We ask, however, that parents not bring other siblings along on these trips. Academy dress codes will be in effect for students.

All students are required to attend scheduled field trips except in the event of sickness or family emergency. Failure to attend a field trip for reasons other than these will result in an unexcused absence.

## FUNDRAISING

FRBA endeavors to keep low tuition rates for the benefit of each parent. For this reason, we conduct an annual fundraising program and anticipate that each student and/or parent will participate to help raise additional funds needed for designated academy programs. However, if a family decides to opt out of the annual fundraiser, \$350 will be added to that family's FACTS account for April. Door-to-door sales are not required or recommended. The academy receives no Federal or State assistance other than a tax-exemption status. Additionally, juniors and seniors may participate in fundraising projects to benefit their class activities.

## ILLNESS

For the welfare of your child and others in the academy, all children who are sick must be kept home. When the child is well enough to participate in a normal school day, please send hat, coat, etc., as an aide to prevent future illness since students do participate in outdoor activities each day, weather permitting. Students who become ill during the academy day will be taken to the office. Students who show signs of a possible illness that can easily be spread (ex: pink eye, lice, etc.) will be sent to the office and parents will be called for pick up. No student with a tempera-

ture of 100.4 degrees or more will be allowed to remain in the academy. The office will call the parents and ask that the child be taken home or to the doctor. Students who vomit, show signs of fever, or are contagious will not be permitted back to school until symptoms are gone for over a twenty-four hour period.

## INCLEMENT WEATHER CONDITIONS

Academy closure information will be sent out and can be found in the following places:

- ParentsWeb Parent Alert text message
- Email to Faculty/Staff
- Email to Parents
- FRBA Facebook Page
- FRBA Calendar
- FRBA Website
- News Channels: Denver 7, 9 NEWS, Fox 31 Denver

One of the primary goals of FRBA is to protect the safety and well-being of every student. When severe weather conditions develop, a decision to close the academy will only be made after carefully considering a number of factors including information from area weather reports and reports from area school districts. Because FRBA includes students from several area school districts, the administration will consider multiple district reports in deciding to cancel school for inclement weather (ex. Poudre School District, Thompson School District, Weld RE-4 School District, Weld RE-5J School District, etc.).

The decision to close the academy will be made as early as possible, preferably by 6:00 AM by the FRBA administration. Parents will promptly receive a Parent Alert text message notifying them of a school closure.

Parents are ultimately responsible for their children and should decide for their own family whether their children should attend during inclement weather, or if their children should leave the academy prior to the regular dismissal time. We encourage parents to decide what is best for their family when the weather is severe.

## INSTRUMENT RENTAL

Instruments may be rented from the academy or rented or purchased through a local music store. Please see the Music Director at Orientation for more information.

## INSURANCE

Front Range Baptist Academy is not responsible for injuries suffered at the academy except in a case of proven negligence. Medical coverage for injuries will be the responsibility of the parent, and parents are encouraged to make sure their children are covered under a family health insurance plan.

Students in any of the sports programs, intramural or interscholastic, must show proof of medical insurance or sign a waiver of responsibility of the academy before the student may participate.

## JUNIOR/SENIOR BANQUET

The Junior/Senior banquet is funded for full-time junior and senior students of FRBA by the students in the junior class. Juniors who are enrolled at FRBA during 9th-11th grade receive a \$35 credit per year to their class account toward their banquet cost of \$105. Students who are not part of FRBA during these grades will need to make up the difference. Since this is a class effort and the responsibility of the class, all juniors are responsible for the \$105 fee even if they do not think they will personally attend the banquet. Faculty and staff attending the banquet will be determined by the administration. Junior or senior students may invite current sophomores of FRBA to attend the banquet as a date. Sophomores invited to attend will be charged \$25 to their FACTS account. A junior or senior who has invited a non-FRBA student must have that student approved on an individual basis as determined by the administration. A \$50 fee will be charged to the FRBA junior or senior's FACTS account. In addition, homeschool junior and senior students may attend, and a \$50 fee will be added to their FACTS account. Attendance and dress wear must be planned and approved in advance.

## LOCKERS

Students in 7th-12th grades will be issued lockers. When available, students will be issued a personal locker for books and a locker to share for athletic bags. Lockers are the property of the academy and may be opened by an academy official without the permission of the individual student if necessary. Students can be suspended or expelled if the locker contains weapons, drugs, or any other unauthorized material. Students are not allowed to eat or drink at their locker, in the hallway, or in the classroom. Drinks stored in lockers must be screw-lid containers. Lockers should be kept neat at all times. All items must be stored in lockers (ex: books, bookbags, papers, notebooks, coats, etc.). Items not stored in lockers will be sent to lost and found. All rules regarding lockers also apply to P.E., athletic lockers, and music lockers issued.

## LOST AND FOUND

Front Range Baptist Academy has a designated place for lost and found articles. Lost and found items will be cleared each grading period, and clothing and personal items not claimed will be disposed of at that time. Students should check Lost and Found often for misplaced articles. Fifty-cents is required to claim any item. An attempt will be made to return items that have been labeled with a student's name.

## LUNCHES

Front Range Baptist Academy offers a hot lunch program on select days during the week. Students may purchase lunches or bring their own from home. Students in K4 - 6th grade may not bring anything for lunch that requires microwaving. Menus can be viewed online through FACTS Family Portal or on the information bulletin board at the academy. Lunch charges will be added to your FACTS account. Parents will order lunches for their children in K4-6th grades. Students in 7th-12th grades will be responsible to order their lunch during homeroom or parents may order their lunches through the FACTS Family Portal.

## MEDICATION

If a student must take any medication during the school day, the medication along with the directions are to be given to the academy office as soon as the student arrives. Prescription drugs must be dispensed from the original container, with the doctor's directions. For over-the-counter medicines, a parent's directions for administering will be sufficient.

## OFF-LIMIT AREAS

All church and academy equipment is off-limits except when specifically authorized. Other off-limit areas include the church offices except as designated; teacher or office desks, computers, personal possessions, or files; vehicles in the parking lot; main office without permission; and other students' desks or lockers. Christian young people understand respect for others and for the things of others and will easily adhere to this.

## PARENT/TEACHER CONFERENCES

Parent/Teacher conferences are scheduled once a year in approximately 10 minute slots. Parents should use this beneficial conference to visit with their child's teacher and be informed about their student's progress. Teachers welcome visits from any parent. We do ask that such visits be made by appointment with the teacher at a convenient after-school hour.

## PATRIOTISM/PLEDGES

Students will be required to pledge daily to the American flag, the Christian flag, and the Bible. We unapologetically teach the value of self-discipline, respect for those in authority, obedience to the law, and a love for God and country.

## PERSONAL POSSESSIONS

As a general rule, students should not bring toys to school. If toys are brought to school, the toys should remain in the student's book bag, including at morning care time, recess, and ESD. Exceptions to this policy would be scheduled show-and-tell or footballs, soccer balls, playground balls, etc. for recess (only Nerf footballs are

allowed in the Harmony Building). Front Range Baptist Academy is not responsible for the loss or damage of any personal items such as toys, games, clothing, phones, etc.

## PRIVATE MUSIC LESSONS

Private lessons in piano, voice, and instruments for \$70 per month (Sept-April) are available. Students desiring lessons should register in the office or with the Music Director at Orientation. Students are expected to average four lessons per month at the \$70 per month rate. For the month of December, parents will only be charged \$35 with an expectation of two lessons. If a student does not receive the expected number of lessons in any given month, the parent may complete a Music Lesson Reimbursement Form located on the academy website requesting a refund for lessons missed. Lessons missed due to student unpreparedness or parent error will not be considered for refund. Lessons missed due to a school event, holiday, or teacher absence will be refunded automatically.

## SCHOOL DAY HOURS

| GRADES           | EARLY   | BEGIN   | END                |
|------------------|---------|---------|--------------------|
| K4-K5            | 7:30 AM | 8:15 AM | 11:25 AM / 3:05 PM |
| ELEMENTARY (1-6) | 7:30 AM | 8:15 AM | 3:08 PM            |
| SECONDARY (7-12) | 7:30 AM | 8:15 AM | 3:15 PM            |

## SEARCHES

The administration reserves the right to perform random desk or locker searches. The administration reserves the right to search a student's book bag, purse, wallet, coat, pockets, or car with or without the student present upon receiving any information pointing to a student's possession of unauthorized materials. Students who do not report wrongdoing in this area may be subject to disciplinary action.

## SECONDARY BELL SCHEDULE (GRADES 7-12)

|          |                |
|----------|----------------|
| ARRIVAL  | 7:30-8:00 AM   |
| TARDY    | 8:15 AM        |
| 1ST HOUR | 8:15-9:00 AM   |
| 2ND HOUR | 9:05-9:50 AM   |
| 3RD HOUR | 9:55-10:40 AM  |
| 4TH HOUR | 10:45-11:30 AM |
| 5TH HOUR | 11:35-12:05 PM |
| 6TH HOUR | 12:10-12:40 PM |
| 7TH HOUR | 12:45-1:30 PM  |
| 8TH HOUR | 1:35-2:25 PM   |
| 9TH HOUR | 2:30-3:15 PM   |

## SENIOR TRIP

The senior class trip is considered a very valuable part of our students' education. Because of this, the senior class trip is required for graduation from Front Range Baptist Academy. The administrator and appointed pastoral staff or faculty will attend the senior trip and carry a great responsibility in the chaperoning and success of the trip. To avoid unnecessary difficulties, senior parents will not be allowed to travel with their senior or to attend the trip.

Seniors who are enrolled as full-time students at FRBA during 9th-10th grades will receive a \$300 credit per year toward their senior trip cost of \$2000.

In order to receive the \$300 credit for their junior year, students must meet the minimum requirements of involvement in Field Day and serving in the concessions for home athletic games. Juniors who do not meet the minimum requirements for serving in concessions for home athletic games, will lose a \$150 credit for their junior year. In order to receive the \$300 credit for their senior year, students must meet the minimum requirements of involvement in the Fall Festival, the Valentine's Day fundraiser, serving in the senior store during lunch, and serving in the concessions for home athletic games. Seniors who do not meet the minimum requirements for serving in concessions for home athletic games, will lose a \$150 credit for their senior year.

If a student receives all of their credits, they will still owe \$800. This \$800 will be charged to the senior's FACTS account in increments of \$200 on the September, October, November, and December statements. Students who are not part of FRBA during some of their high school years will need to make up the difference.

After the Fall Festival, it will be determined how much the student must pay for the trip. After credits have been determined, the amount owed for the trip will be spread equally over five months (January - May). Additional fundraisers will not be available through the academy, but students may conduct personal fundraising to offset the cost of the trip. The trip must be paid before he can graduate since his senior obligations include participating with his class in this endeavor. If for any reason a senior does not attend the required trip, the senior is still responsible for the entire cost of the trip.

## SOLICITATION

The administration prohibits any group or individual solicitation of products or services to our academy families through the classroom or internet or to our staff and faculty by contact through teacher "mailboxes," internet, or other on-campus means.

## STUDENT COUNCIL (GRADES 7-12)

The Student Body Council supports and works with the school administration in its efforts to provide positive, spiritual student leadership. Each class (7th-12th grades) will be represented by at least one student in the Student Body Council (SBC). The SBC will consist of 8-9 members- a senior president, a senior vice-president, a senior chaplain (depending on the make up of the class), a senior secretary, and one congressman from each class from 7th-11th grades.

## STUDENT ID CARDS

During the fall semester, students will be issued Student ID Cards through Lifetouch Studios.

## STUDENTS LEAVING SCHOOL

Parents coming during class time to pick up a student for an appointment or other excused absence must come to the academy office. If a student must leave early, a written note from the parent stating the reason for early dismissal is to be brought to the academy office and approved before school begins for the day.

Students are not allowed to leave the academy premises during the academy day without permission from the administration. When junior or senior high students are given permission to leave, they must report to the academy office when leaving and returning to check in or out officially.

## STUDENT PLANNERS

Students are required to purchase planner books at the beginning of the academy year. Planners are provided by FRBA and are used to record homework assignments, to relay messages between the academy and home, and to record permissions for hall passes. It is important that each student have his planner in his possession during school hours and that parents check it each night for assignments and announcements. Replacement cost for a lost planner is \$8.

## STUDENT SOCIAL MEDIA/ONLINE ACTIVITY

Any student, including home school students, found with social media/online activity that is deemed inappropriate to the purpose and mission of the academy will be subject to disciplinary action up to and including immediate ineligibility to attend the academy or participate in any extracurricular program.

## TELEPHONE USE

Students are not allowed to use the office phones except in the case of an emergency. Emergencies do not include calling parents to have them bring homework, lunches, projects, or a change of clothes for sports activities. It is important to plan ahead so that the office can function with maximum efficiency.

Students are not allowed to use the classroom telephones, and parents are not allowed to interrupt the classroom to speak to a teacher or student by phone. Cell phones must be left off or on silent and be left in the student's locker and not used without permission in any campus building. Students who use, carry, or display cell phones will have the phone taken, held in the academy office, and a detention issued. Students found using a smart watch to communicate or for purposes other than that of a regular watch will have their watch confiscated and sent to the academy office. Confiscated items must be claimed in person by a parent.

## TRANSPORTATION

All students, including home school students, are expected to travel on transportation provided by the academy to all extracurricular functions unless specific direction has been given for a particular event. Students should not request an exception to drive personal vehicles to these events or to be picked up at another location. Spectators are not permitted to ride on school transportation without approval from the administration.

## VISITORS

Parents are requested to stop by the reception desk if they need to leave something for the student or teacher or if they have to pick up or drop off a student. Please do not go directly to the classroom. In order to limit classroom interruption of the normal class day, adult visitors' (ex: parents, grandparents, and FRBA Alumni) time is generally limited to lunch time. If a conference is needed with the child's teacher, arrangements for a private conference may be made through the office. Parents should not meet the teacher before or after school, or detain the teacher from his responsibilities. Teachers will be glad to arrange conferences with parents at scheduled times. Former students and other junior/senior high students are not permitted to visit the academy. All visitors must report to the reception desk to sign in and receive a "Visitor" badge.

## VOLUNTEERS

We welcome parents and grandparents who wish to volunteer to help at the academy. We appreciate each parent's attention to modesty when at the academy or at academy functions. If you should have a question regarding modesty at an academy function, please check with the academy office. Thank you for your cooperation.

## YEARBOOKS

Yearbooks are distributed to full-time enrolled students. Homeschool students may wish to purchase a yearbook for an additional fee. See the office for the cost of the yearbook.

# ACADEMIC INFORMATION

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## AACS HONOR SOCIETY

To be eligible for membership, students in 10th-12th grades must have been enrolled at FRBA for a period of time equivalent to two semesters and must maintain a scholastic average of 90 percent or its equivalent. Certain guidelines must be met and followed, and students must submit an application. Members of the Honor Society shall be selected by the administration on the basis of Christian scholarship, Christian character, Christian leadership, and Christian service. Only students who are a part of the AACS Honor Society will be recognized at the high school graduation with honor cords and will be considered eligible for salutatorian or valedictorian.

## DROP/ADD CLASSES

During the first five days of a semester, students may make adjustments to their schedule with the academy office. Students may not add a course after the five day period. A withdrawal from a course after the five day period will result in a semester grade of Withdraw-Failure ("WF") which will count as a "F" in the final GPA calculation.

## DUAL ENROLLMENT

Prior to enrolling in a dual enrollment course, a student must:

- Be a high school junior or senior and meet Bob Jones University, Maranatha Baptist University, Pensacola Christian College, or West Coast Bible College admission requirements.
- Have a 3.0 overall GPA or higher.
- Earn an 85% or higher in the previous year's subject area course.
- Submit the FRBA Dual Enrollment Course Application to the academy office and have it approved by administration.
- Complete application process through BJU, MBU, PCC, or WCBC and pay applicable fees.

Any exceptions to this guideline are at the discretion of the administration and require parental and student agreement. The academic and curricular standards for these courses are governed by BJU, MBU, PCC, or WCBC. Additionally, these courses are offered and regulated through BJU, MBU, PCC, or WCBC.

Passing grades earned in Dual Enrollment courses at FRBA will be awarded 1 extra quality point for GPA at the semester for determination of in-house honors and awards.

SPECIAL NOTES:

- Courses are taught at the college level.
- More than 30 courses are available.
- Accepting of credits is always at the discretion of the receiving institution, so BJU, MBU, PCC, or WCBC cannot guarantee that credits will transfer to a college other than their own. Students should check with the colleges they are considering about whether a particular course will transfer.
- Courses are counted toward high school graduation upon approval by FRBA.
- A half unit of high school credit will be issued for one or two-credit courses and one unit of high school credit for three or four-credit courses.

## FINE ARTS COMPETITION

Each year, the Colorado Association of Christian Schools sponsors a Fine Arts Competition for their member schools. All students in 1st-6th grades are encouraged to participate in at least one of the following categories: art, spelling, or academic testing (only for 4th-6th grades). For students in 7th-12th grades, participation is encouraged since this is an excellent opportunity to sharpen their skills and enjoy competition in a variety of categories (academics, music, speech, art, etc.). There is a \$10 registration fee that will be added to the FACTS account for each student who competes. They will compete not only with their fellow students but also with students from other Colorado Christian schools, with the possibility of advancement to state-level and national-level (senior high students only) competition. Faculty members will coordinate different elements of the competition and will contact students to enlist participation. Students who place at CACS may choose to attend the National Competition. Costs associated with attending the National Competition will be the student/family's responsibility.

To help prepare elementary students for high school Fine Arts, FRBA requires each student in 5th-6th grades to participate in band, and 4th grade students have the option to join the band. Additionally, upper elementary students will be enrolled in handbells. Parents are responsible to supply or rent an instrument for their child to use. Although band is not required for students in 7th-12th grades, we strongly encourage students who play an instrument to participate. Students are encouraged to use and perfect their God-given talents and abilities by participating in the many music opportunities provided by FRBA.

## GPA SCALE

On the weighted scale, honors courses earn an additional 0.5, and dual credit courses earn an additional 1.0, as can be seen in the following chart:

| LETTER GRADE | COLLEGE PREP | HONORS | DUAL CREDIT |
|--------------|--------------|--------|-------------|
| A+           | 4.25         | 4.75   | 5.25        |
| A            | 4.0          | 4.5    | 5.0         |
| A-           | 4.0          | 4.5    | 5.0         |
| B+           | 3.25         | 3.75   | 4.25        |
| B            | 3.0          | 3.5    | 4.0         |
| B-           | 3.0          | 3.5    | 4.0         |
| C+           | 2.25         | 2.75   | 3.25        |
| C            | 2.0          | 2.5    | 3.0         |
| C-           | 2.0          | 2.5    | 3.0         |
| D+           | 1.25         | 1.75   | 2.25        |
| D            | 1.0          | 1.5    | 2.0         |
| D-           | 1.0          | 1.5    | 2.0         |
| F            | 0            | 0      | 0           |

## GRADE PROMOTION REQUIREMENTS

Students in 1st-8th grades whose yearly average indicates a failing grade in any one of the following subjects will retain his current grade level: language arts (English), mathematics, or reading. That student will not be promoted to the next grade level for the following school year and must repeat his current grade level. Students whose yearly average indicates a failing grade in any two subjects will not be promoted to the next grade level for the following school year.

Students in 9th-12th grades must complete and pass all subjects required for high school graduation. Any subject failed in any semester must be retaken and passed before that student will receive a high school diploma. It will be the responsibility of the student and his parents to seek and obtain make-up classes for any subjects failed. All make-up courses of study must be approved by the administration of FRBA before credit will be given.

Students in 9th-12th grades are placed in proper class levels according to the following scale of earned credits:

|           |                       |
|-----------|-----------------------|
| Freshman  | 0.00 - 5.75 credits   |
| Sophomore | 6.00 - 11.75 credits  |
| Junior    | 12.00 - 17.75 credits |
| Senior    | 18.00 or more credits |

# GRADING SCALE

## K4 & K5

|   |                   |
|---|-------------------|
| E | Excellent         |
| S | Satisfactory      |
| N | Needs Improvement |
| U | Unsatisfactory    |

## GRADES 1-12

|    |        |    |              |
|----|--------|----|--------------|
| A+ | 99-100 | C+ | 77-79        |
| A  | 93-98  | C  | 73-76        |
| A- | 90-92  | C- | 70-72        |
| B+ | 87-89  | D+ | 67-69        |
| B  | 83-86  | D  | 63-66        |
| B- | 80-82  | D- | 60-62        |
|    |        | F  | 59 and below |

# HOMEWORK

Believing that homework is an integral part of the school program, teachers will assign homework as an aide to students' educational advancement. Each student is required to complete his homework assignments. Homework is given for several reasons.

In lower elementary, homework primarily consists of reading practice. We ask parents to be fully involved in listening to students read their homework assignments. This practice is essential to producing good reading ability in your student.

As students progress through the grades, the amount of time dedicated to homework will increase. New students not accustomed to homework may not be experienced in getting homework done in the normal amount of time. Students typically learn the skills necessary to accomplish their homework with experience. Assigned homework should be completed in the following times:

|           |                              |
|-----------|------------------------------|
| 1st Grade | 30 minutes                   |
| 2nd Grade | 40 minutes                   |
| 3rd Grade | 45 minutes                   |
| 4th Grade | 50 minutes                   |
| 5th Grade | 55 minutes                   |
| 6th Grade | 60 minutes                   |
| Jr. High  | 15 to 20 minutes per subject |
| Sr. High  | 20 to 30 minutes per subject |

We request parents' full cooperation in seeing that the assignments are completed. Repeated delinquent homework could result in a student having to transfer out.

## HONOR COURSES

In order for a student to take an honors course they must have earned an 88 or higher in the previous year's subject area course. Any exceptions to this guideline are at the discretion of the administration and require parental and student agreement.

Passing grades earned in honors courses at FRBA will be awarded .5 extra quality point for GPA at the semester for determination of in-house honors and awards.

## HONOR ROLL

Each nine weeks, an honor roll consisting of all students in 1st-12th grade is compiled.

A HONOR ROLL—Students who have earned all A's

A/B HONOR ROLL—Students who have earned all A's & B's

## IGNITIA ONLINE COURSES

Ignitia is an internet-based curriculum that allows students to complete academic course work at school and home. FRBA uses this curriculum as a supplement to our primary curriculum (Abeka). Students may not take an Ignitia course if the same course is available in a classroom setting. When schedule conflicts may arise, core classes take precedence over electives or Ignitia classes. The cost is \$100 per semester. Ignitia offers a number of courses that may be used in a variety of ways:

Summer school (1st-12th grades)

Previously failed courses retaken

Schedule conflicts (if any)

Additional electives

## JOHN BAYLOR PREP (JBP)

JBP prepares thousands of students annually for the ACT and SAT. With average score jumps of about 2 ACT points and 200 SAT points, JBP is proven, effective, fun, entertaining, and full of college application advice.

All full-time freshman, sophomore, junior, and senior students will be taking this ACT or SAT prep course online. Students will be taking this course during the first seven or eight weeks of the fall semester to be prepared for the October SAT test. Courses range from ten to twelve 45-minute sessions. The course would also include LIVE online help the two evenings before the ACT or SAT and financial aid expertise for parents. Full-time FRBA students are permitted to take this course at no cost while the individual price for such a program if one were taking it at home would be \$399.

## MAKE-UP WORK

When a student is absent from class and the absence is excused, he should obtain his assignments by using the Absence From School Request Form. The form should be obtained and approved by administration at least one week in advance. Students are allowed one day to make up work for each day missed (ex. 3 days missed = 3 days to make-up work.) Work not made up will be recorded as a zero except for extenuating circumstances as determined by the administration. Work or tests announced in advance remain due on assigned dates but may be adjusted at the discretion of the teacher or administration. Students too sick to complete work during an absence should bring a note from the parent explaining why the work could not be completed during the absence.

## PHYSICAL EDUCATION

A written excuse from a parent or doctor is necessary to excuse a student from physical activities. Any student who does not dress for P.E. for ten days or more during the academy year, regardless of the reason, will not receive credit for this subject. The student who misses ten or more days will receive an automatic grade of "F" for the course. A student cannot be considered ready to participate in P.E. unless he is dressed in the proper uniform. If a student is not prepared to participate, he will be considered absent for the purpose of determining the grade. Parents are asked not to request that a student be excused from P.E. class unless it is medically necessary. Please include a doctor's note stating the medical condition and the length of time the student should be excluded from P.E. activities. As a general rule, a student who is well enough to be in school, is well enough to participate in physical education class. P.E. uniforms for guys and girls will consist of the FRBA P.E. shirt and FRBA P.E. shorts, socks, and tennis shoes. Only FRBA navy athletic pants purchased from the academy office may be worn over or in place of P.E. shorts.

## PROGRESS REPORTS

Progress reports are sent to all students after the 3rd and 6th week of the quarter. All Progress Reports will be emailed to parents. Please review the reports.

## REPORT CARDS

The purpose of the reporting system is to give parents and students an accurate indication of the progress being made by the student. Each student is evaluated in two areas: academics and conduct. The academic grade is based upon the actual work done on homework, quizzes, tests, exams, etc. The conduct comments are used to reflect attitude, effort, and/or conduct for each subject. We do not give incomplete grades on report cards. All incomplete work must be made up within time limits or zeros will be used to calculate final grades. Report Cards will be emailed to parents.

## REQUIREMENTS FOR SENIOR HIGH GRADUATION

Front Range Baptist Academy requires the successful completion of an academic program in excess of the requirements of the State of Colorado. All students in 9th-12th grades must follow the course of study recommended to them by FRBA. This is to ensure that each student obtains as much as possible academically while at Front Range Baptist Academy. Following recommended courses of study will eliminate problems of meeting graduation requirements during the senior year. Credits toward graduation are earned during 9th-12th grades. In order to graduate, seniors must complete both semesters at FRBA. To graduate from FRBA, a student must either meet the qualifications for a general diploma or a college prep diploma.

To achieve a general diploma, a student must accumulate 26 credits during 9th-12th grades, (including one credit of Biology, one credit of US History, and one credit of either Government, Economics, or a combination of the two) and must have taken either the SAT or ACT. Because this is a Christian academy, each student must also be enrolled in and pass a Bible class each year.

To achieve a college prep diploma, a student must accumulate 28 credits during 9th-12th grades, (including one credit of Biology, one credit of US History, and one credit of either Government, Economics, or a combination of the two) and must have taken either the SAT or ACT. Because this is a Christian school, each student must also be enrolled in and pass a Bible class each year. To be eligible for selection as valedictorian or salutatorian of FRBA, this student must have been enrolled in the academy for the four semesters immediately preceding graduation, have been a part of the AACS Honor Society, and have completed at least 4 science credits\* (must include a combination of Physical Science, Physics, Biology, Chemistry, or college level science) and 4 math credits (must include a combination of Algebra I, Algebra II, Geometry, Pre-Calculus, or college level mathematics).

Minimum requirements for graduation are as follows:

### GENERAL DIPLOMA COURSE REQUIREMENTS

|                  |                    |
|------------------|--------------------|
| English          | 4 credits          |
| Mathematics      | 3 credits          |
| Science          | 3 credits          |
| Social Studies   | 3 credits          |
| P.E./Health      | 1 credit           |
| Bible            | 4 credits          |
| Computer         | .5 credit          |
| Foreign Language | 2 credits          |
| <u>Electives</u> | <u>5.5 credits</u> |
| TOTAL            | 26 credits         |

### COLLEGE PREP DIPLOMA COURSE REQUIREMENTS

|                  |                    |
|------------------|--------------------|
| English          | 4 credits          |
| Mathematics      | 4 credits          |
| Science          | 4 credits          |
| Social Studies   | 3 credits          |
| P.E. / Health    | 1 credit           |
| Bible            | 4 credits          |
| Computer         | .5 credit          |
| Foreign Language | 2 credits          |
| <u>Electives</u> | <u>5.5 credits</u> |
| TOTAL            | 28 credits         |

Seniors will not be permitted to graduate if they lack more than one credit. Students needing only one credit will be permitted to walk if arrangements have been made to complete the work. A diploma will not be issued until work is completed.

## STANDARDIZED TESTS

National tests will be given each year to K5-12th grades, and the cost is included in the tuition. These tests will give the administration insight into the child's achievement and progress. Each fall, students in 8th-11th grades take the PSAT test which costs \$35 per student. Students must take either the SAT or ACT before graduating from FRBA. These tests are mandatory and are beneficial for college scholarship application, as well as college entrance testing preparation.

## SUMMER SCHOOL

Summer school is for students in 1st-8th grades who have not passed the school year. It is also for students in 9th-12th grades who have not passed a course in a given semester. Additionally, elementary and secondary students who miss more than 10 days in a semester will be required to attend Summer School for any day(s) past the 10 missed days. FRBA will use the Ignitia online courses and students will be charged \$250 per course.

# CONDUCT AND DISCIPLINE

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## BEHAVIORAL DISCIPLINE PHILOSOPHY

Biblical discipline provides lessons for students both now and for the future. Lessons of discipline include teaching the fear of the Lord (Proverbs 1:5-7); teaching students to make right decisions and to stand alone for righteousness (Proverbs 1:10-19, 29-33); teaching God's laws of cause and effect (Galatians 6:7-8; Deuteronomy 11:26-28); and teaching restitution for offenses (Matthew 5:23-24, 18:15). In addition, a balanced approach to discipline—rewarding that which is right and punishing that which is wrong—proves beneficial in the development of young people.

The purpose of student discipline is to provide a foundation and to produce the character of Christ through the implementation of Biblical principles of correction. According to God's Word, obedience to rules is designed to protect a person for God's best in his life, rather than preparing a person for a life of surrender to the world (Genesis 2:17; Romans 6:13).

The philosophy in the application of a disciplinary system is to exhibit a spirit of concern and control. The concern of the administration is motivated by a desire for each student to travel in the direction that God would have for him. Discipline at Front Range Baptist Academy is never carried out with the goal of hurting or demoralizing, but rather protecting the student from unprofitable pursuits in life. The school's disciplinary system is designed to be administered with equity, based not on who the student is, but on the basis of what principle or what policy may have been violated and to what extent the student has violated the rule(s).

The goal in discipline is to match the consequences to the offense and to counsel restitution to the offended party (Matthew 18:21-35). The disciplinary system will be only as public as necessary to resolve conflicts with the ultimate goal of causing others to fear the Lord and to walk in obedience.

## CHARACTER DEVELOPMENT

For a student to develop spiritual leadership ability, he must possess Christian character. Thus, one of the chief goals at Front Range Baptist Academy is to develop Christian character within each student. This will be evidenced largely by a child's outward behavior at home, at school, or elsewhere. An undisciplined life is largely an unproductive life. Each student will be challenged to accept responsibility for his

assignments, and will be expected to accomplish his work promptly and efficiently. This prepares him for a life of stewardship and discernment. Students are reminded: "Whatsoever ye do, do all to the glory of God" (I Corinthians 10:31).

Students are expected to respect the authority of teachers and adults at all times, and to reply to adults courteously. They should behave as young ladies and gentlemen in their conduct and speech. Unless otherwise instructed, students will raise their hands and be acknowledged before speaking. Students will not be permitted out of their seats without permission. Disruptive behavior is not tolerated in the classroom, and parents will be notified if patterns of negative behavior develop. Students are to be honest and exhibit kindness and respect for fellow students at all times.

## CLASSROOM COURTESIES

Students should follow regulations on classroom courtesies to assist the teachers and staff for efficiency in the classroom. The following guidelines should be consistently followed:

1. Students should enter the classroom quietly, take a seat, and prepare for the class activities. Students must be seated in their desks and quiet when the bell rings.
2. Speaking out or expressing disapproval when another has the floor is rude, discourteous, and unfair. Students should raise their hands and wait to be recognized before speaking.
3. Windows, lights, heat/air conditioners, drapes, furniture, and class fixtures are to be adjusted by the teacher only.
4. Disrespect to teachers and staff will not be tolerated. This includes the following: mimicking or mocking the teacher, staff, or other students; laughing at the mistakes of others; sassing or back-talking the teacher; nonverbal expressions of disrespect; writing or passing notes; talking during class; studying a subject other than the one being taught.
5. Students should bring their own supplies to class: books, notebooks, paper, pen, pencil, homework, and anything else assigned.
6. Class will be dismissed by the teacher only and not by the bell. Students will not get out of their desks until properly dismissed by the teacher. Teachers will make every effort to end class on time.
7. Candy and chewing gum are not allowed.

## CONDUCT OUTSIDE THE CLASSROOM

Students are expected to conduct themselves as young ladies and gentlemen at all times. This includes respect toward all adults and fellow students. The following must be observed at all school functions:

1. Name-calling and/or racial remarks are not allowed.
2. Students must keep their hands to themselves at all times. No rough-play is allowed in the buildings, on the school grounds, or at other school functions off campus.
3. Fighting among students will not be tolerated. Students who are involved in fighting will be sent to the office and suspended at the discretion of the administration. Students will not be allowed to receive class credit for the days that are missed (zeros will be given).
4. Both a public display of affection between boys and girls and an unusual display of affection with the same sex are not permitted.
5. Profane, abusive, or slang language is not permitted. Students' speech should be Christ-like.

## DEMERITS/MERITS

Grades 7-12 utilize a demerit/merit system. Demerits result from acts of rule violations, and the number administered is assigned in proportion to the offense. Realizing that there are unintentional or first-time offenses from an overlooked area or an inadvertent policy misunderstanding, the consequences of demerits must still be applied for the student's violation; but in such cases, a minimal number of demerits will be administered. In contrast, cases of deliberate or repeated disobedience reflecting purposeful or premeditated action will receive the full consequences of demerits, plus additional demerits at the discretion of the teacher or school administration.

Demerits may be administered by either a part-time or full-time faculty or staff member of Front Range Baptist Academy. Teachers may increase the number of demerits for a given offense if the violation is flagrant or repeated. Demerit notification will be sent to the parents' personal email address. When a student accumulates the number of demerits for detention or suspension, parents will be notified by a report sent from the school administration.

Exceptionally good behavior may be rewarded with a merit which will lower the number of demerits for the semester. Voluntarily completing extra tasks and exhibiting cooperation and leadership among the student body without being prompted

is the main way to earn merits. One merit and one demerit carry equal weight and, thus, nullify each other. Demerit records are reset to zero at the end of the semester except for the demerits obtained during the last week of the grading period. These are carried over to the upcoming semester.

The following alphabetical list is given for the benefit of parents who wish to know the types of offenses that sometimes occur and the manner in which each is handled. This list is not exhaustive and is used as a guide for teachers. Repeat offenses may result in additional demerits.

| INFRACTION   | DEMERITS        |
|--|-----------------|
| Bullying   | 15-30 + apology |
| Candy in class/hallway   | 3               |
| Cell phone usage   | 10              |
| Cheating   | 25 + zero       |
| Class work incomplete  | 3               |
| Defacing school property   | 10 + repair     |
| Direct disobedience  | 10 + apology    |
| Disrespect to authority  | 10 + apology    |
| Disturbing class or chapel   | 3               |
| Dress code violation   | 3               |
| Gum in class/hallway   | 5 + \$5 fine    |
| Extreme hair styles  | 10              |
| Fighting   | 15-30 + apology |
| Food outside of lunchroom area   | 3               |
| Forging signatures   | 15              |
| Hair guidelines violation  | 3               |
| Homework incomplete  | 3               |
| Horseplay  | 5               |
| Inappropriate behavior or question   | 5               |
| Inattentiveness  | 3               |
| Invasion of teacher's personal property  | 20              |
| Crude remarks  | 3               |
| Litter/trash   | 3               |
| Lying  | 15 + apology    |
| Material - inappropriate or unrelated to classes at school<br>(magazines, books, etc.)                   | 5               |
| Music - possessing or listening to inappropriate music during<br>school or school-related activities     | 15              |
| Music - singing, humming, or whistling inappropriate<br>music during school or school-related activities | 5               |
| Name calling, verbal teasing/provoking   | 5 + apology     |
| Negative attitude  | 5               |

| INFRACTION  | DEMERITS         |
|---|------------------|
| Note passing  | 3                |
| Obscene gesture or comments                           | 15               |
| Off-limits area                                       | 10               |
| Out of seat without permission                        | 3                |
| Outside of classroom without pass                     | 3                |
| Physical contact with opposite gender                 | 10-35            |
| Possession of knives or any other fighting instrument | 50               |
| Parent notices unsigned or not returned on time       | 3                |
| Profanity   | 15 + apology     |
| Reckless driving                                      | 10               |
| Smoking at/away from school                           | 50 + probation   |
| Skipping class  | 10               |
| Skipping school                                       | 25               |
| Stealing  | 30+ restitution  |
| Talking in class without permission                   | 3                |
| Tardiness to class                                    | 2                |
| Throwing objects                                      | 5                |
| Unprepared for class                                  | 3                |
| Vandalism   | 30 + restitution |
| Vulgarity   | 20 + apology     |

#### REASONS FOR EXPULSION: (AT OR AWAY FROM SCHOOL)

- Alcohol possession or use
- Drug use, distribution, paraphernalia, or possession
- Extreme disrespect
- Firearm possession at the academy
- Fornication
- Gambling
- Gang involvement
- Involvement in crimes other than traffic violations
- Sexual immorality (language, conduct, lifestyle, etc.)
- Threats to the academy, students, or faculty members

#### DETENTION

Detention is assigned for every ten demerits issued, up to the first twenty demerits. Once thirty demerits are issued, out-of-school suspensions are imposed. If a student receives detention, a notice will be sent home. Unless other arrangements are made, detention is held from 3:20-4:10 PM on an assigned day in a designated room. If a student is tardy or absent to a detention, another detention will be issued besides the detention to be served that day. Parents should make arrangements to have their child picked up immediately following detention hall. The administration

of Front Range Baptist Academy reserves the right to issue individual assignments or duties as seems appropriate for the student and/or for the infractions committed.

## DISCIPLINE

Because Front Range Baptist Academy promises to maintain an atmosphere that is conducive to learning, parents would be done a great disservice if wrong behavior were not corrected. For this reason, the conduct and courtesies previously stated will be enforced, as well as any other rules or policies that may be added as needed at the discretion of the administration. Usually extra work, demerits, and/or detention will be used as discipline for violation of the rules. Discipline and guidance Bible studies are implemented for suspensions and may require parental participation.

When misconduct occurs, corrective measures will be used to help the student change his behavior or attitude. Examples of typical corrective measures in the elementary grades are time-out, loss of privileges, a student-teacher conference, or a student-administrator conference. Typical corrective measures for secondary students are student-teacher conference, demerits, one-period detention after school, student-administrator conference, and parent-teacher conference. Students can be suspended or expelled for accumulation of demerits, for failure to report to these periods, or for major behavioral problems.

Full cooperation is expected from both student and parents in the education of the student. If the academy feels that student or parent cooperation is lacking, the student may be requested to transfer out. Also, if a student's behavior indicates an uncooperative spirit or one that may be out of harmony with the spirit and standards of Front Range Baptist Academy, whether there is any definite breach of conduct, he may be requested to transfer out.

Attendance at Front Range Baptist Academy is a privilege, not a right. Students forfeit this privilege if they do not conform to the standards and ideals of work and life of Front Range Baptist Academy.

## DRESS REGULATIONS (K4 AND K5)

Students in K4 and K5 should abide by the following dress standards:

### BOYS

- Hair neatly trimmed off the eyes, ears, and shirt collar
- Nice pants or shorts to the knee with no rips, tears, ragged hems, etc.
- A polo style shirt with a collar or a "Henley" style striped/patterned shirt or nice t-shirt with no writing or pictures
- Socks and well-fitting enclosed shoes suitable for outdoor and playground activities
- No jewelry

## GIRLS

- Knee-length skirts, dresses, and jumpers with no writing or pictures
- Loose-fitting pants or shorts to the knee are permitted (no skinny pants; no stretch material that makes pants or shorts form-fitting; no thin, revealing fabric)
- Shirts or blouses with no writing or pictures
- Socks or tights with well-fitting shoes suitable for outdoor and playground activities
- Girls are encouraged to wear shorts under skirts for the playground.
- Girls may wear a single simple necklace; no bracelets, anklets, or rings.

## DRESS REGULATIONS (GRADES 1-12)

Please remember that any item not included in these standards is not acceptable for school dress.

FRBA has adopted mandatory dress code standards. These standards have been developed with input from our pastor, school committee, parents, and teachers. We believe these standards are helpful in achieving excellence in Christian education and have many practical benefits including higher academic achievement for students, reduced cost for school clothing, and fewer distractions to the learning environment.

We have made a concerted effort to balance an appropriate level of student individuality with a desire to reflect excellence and pride in the FRBA student body. Additional advantages of the standardized dress code are that they remove ambiguity for what is acceptable school dress and create an environment where the focus is on learning. In order to maintain consistency, these standards will be strictly enforced.

The guide is comprehensive; therefore, if the standard is not contained in this guide, the apparel/clothing/color/design in question is not acceptable. As always, the administration reserves the right to decide if any student's appearance complies with FRBA standards and will take necessary action to correct dress code violations when necessary. Students and parents should familiarize themselves with these standards.

The standards begin on the following page.

## GENERAL STANDARDS

- The FRBA logo and athletic logos (ex: Nike, Under Armour, Adidas, Champion, etc.) are permitted. Other labeling, logos, or printing on ANY visible article of clothing other than mentioned above are not permitted (including t-shirts worn underneath dress code shirts).
- Cargo pockets, fleece, or jeans and jean skirts are not permitted.
- All clothing must be clean, neat, pressed, and in good repair (no ragged hems, tears, or exposed patches, etc.)
- Clothing should fit well, not be tight, form-fitting, oversized, or baggy. Guide: You must be able to “pinch-an-inch” of material all around without stretching the material. Clothing with the word “stretch” in the description is NOT acceptable as it is designed to be form-fitted.
- Clothing and accessories reflecting extremes in fashion or style or that identify with subculture movements (Goth, Emo, Punk, etc.) are not to be worn to school or any school function.
- Students may not write on skin, shoes, or clothing.
- From time to time FRBA will have “Out of Dress Code Day.” All clothing worn during this time must meet standards for modesty and comply with the spirit of the dress code. Specific details will be given before the event.

## SHIRTS

- Long or short sleeve solid color polo shirts; long or short sleeve solid color Oxford style button down dress shirts; turtleneck/mock turtleneck
- Classic or pastel colored, no neon colors
- Must cover the midriff area
- Polo shirts should not be sleeveless.
- Boys in 3rd-12th grades must tuck in their shirts.
- Girls must tuck in their shirts if the shirt is worn lower than mid-hip.
- If undershirts (or tank tops) are worn, they must be solid white, and not extend below the polo sleeve or shirt bottom.
- No long sleeves under a short sleeve school polo shirt
- Refer to General Standards.

## SKIRTS/JUMPERS/PANTS/SHORTS\* (GIRLS)

- Solid color navy blue, tan khaki, gray, or black
- Plain or pleated (no embellishments)
- No higher than the top of the knee when standing or sitting
- Denim of any color is not allowed.
- FlynnO’Harra, Lands End, or French Toast Uniform pants (only)
- \*Shorts may be worn by students in 1st-6th grades ONLY. They must be a uniform type style to the knee and be solid color navy blue, tan khaki, gray, or black (no athletic style shorts).
- Refer to the General Standards.

#### PANTS/SHORTS\* (BOYS)

- Solid color navy blue, tan khaki, gray, or black
- Cuffs and/or pleats are optional
- Straight or slight flare
- Woven cotton or cotton blend
- Worn at waist level with a belt
- Appropriate length and may not be rolled up
- No "skinny pants," capri pants, low rise pants, cargo pockets, embellishments, fleece, or jean style pants
- \*Shorts may be worn by students in 1st-6th grades ONLY. They must be a uniform type style to the knee and be solid color navy blue, tan khaki, gray, or black (no athletic style shorts).
- Refer to General Standards.

#### BELTS

- Must be worn with pants, shorts (1st-6th grades), or skirts that have belt loops
- Solid black, brown, or navy (flat or braided)
- Worn inside belt loops
- No embellishments, decorations, designs, glitter, etc.
- No extra large belt buckles

#### OUTERWEAR AND SWEATERS

- Hats and heavy jackets are permitted for outdoor use only. Since these items may not be worn inside during cold weather, students should plan to bring a sweater or light jacket that complies with dress code.
- Sweaters, sweater vests, fleece, light jackets, and sweatshirts may be worn inside the buildings. They must be a solid color and should be worn over academy approved shirts (not tied around the waist). Students may also wear sweaters, sweatshirts, and light jacket items that have the FRBA logo and athletic logos. Patterns, emblems, and pictures, are not permitted.
- Refer to General Standards.

#### TIGHTS/HOSE/LEGGINGS (GIRLS)

- Solid color that matches polo
- Smooth or cable knit
- Embellishments, patterns, or lace trim are not permitted.

#### SOCKS

- Solid color and match the shirt
- Must be worn at all times
- Exception: girls in 7th-12th grades are not required to wear socks with shoes not designed for socks; however, when socks are worn, they must meet all other requirements.

## SHOES

- Must match, fit snugly, and have a back strap or cover the heel
- No sandals or flip flops for students in K4-6th grades and secondary boys.
- Girls in 7th-12th grades may wear sandals. Sandals must have a strap around the back of the heel and should be nice. NO flip-flops.
- Girls' shoes with heels may not be more than 2 inches high.
- Shoes with eyelets must be laced and tied securely.
- Boots must be plain and either black, beige, navy, or brown.
- Work boots, military boots, or snow boots may not be worn inside the buildings.

## MAKE-UP AND ACCESSORIES

- Girls may wear post or small hoop earrings in the lower ear lobe only. Although the wearing of multiple earrings has become common, girls are asked to wear no more than 2 pairs. Guide: Earrings larger than an inch in diameter (ex: quarter size) and an inch in length will be considered too large.
- Girls may wear a single simple necklace and/or a single simple bracelet.
- Boys may not wear earrings, necklaces, multiple rings, or bracelets.
- Watches must be simple and worn on the wrist.
- Girls' make-up must be simple, neat, and clean and avoid extremes in fashion ("cat eyes," dark liner around eyes, glitter, etc. are not permitted).
- Professionally applied nails are allowed but not encouraged for girls in 1st-6th grades.

## HAIR AND HAIR ACCESSORIES

- Regardless of style, hair must be worn in such a way as to present a neat, clean appearance and must be styled in a way that keeps hair out of the eyes.
- No hair extensions or scarves may be worn during the school day.
- Extreme styles of fashion, including unnatural coloring, unnatural high lighting, and dramatic cuts are prohibited. This includes, but is not limited to, the colors red, blue, purple, etc. While natural hair color highlights are permitted, dramatic multiple colors or stripes in hair are not permitted.
- Boys' hair must be off the collar, ears, and eyebrows. Should a boy's hair length become too long, teachers will notify the student and parents with a request for a prompt haircut.
- Girls' hair accessories should be simple barrettes, elastic holders, and headbands. They should be simple in design and coordinate with the outfit.

## ATHLETIC EVENT ATTIRE:

### K4 – 4TH GRADES

- Students are to wear regular school dress code, shorts to the knee, or loose fitting slacks (no skinny pants).
- Students are to wear solid color polo shirts or t-shirts, or FRBA logo spirit wear t-shirts, sweaters, or hoodies.
- Students are encouraged to wear FRBA logo spirit wear t-shirts, sweaters, or hoodies.

### 5TH – 12TH GRADES

- Students are to wear regular school dress code, FRBA logo athletic pants (these pants are only available through the academy office), or athletic shorts to the knee.
- Students are to wear regular uniform shirts or FRBA logo spirit wear t-shirts, sweaters, or hoodies.
- Students coming from practices to watch a game may stay in their practice attire.
- Denim of any color is not allowed.

Thank you for your help in seeing that these standards are followed for all academy functions, including home and away games, and to activities on and off campus unless another dress code is stated for the event. Clothing made of fabrics that appear faded, worn, or very wrinkled are not acceptable dress. The academy frowns on extreme fads of any nature (extreme styles in hair and clothing, jewelry, etc.). The administration reserves the right to initiate policies on new fads and changes in style throughout the academy year. All students are expected to maintain a standard of modesty in all clothing. Students are expected to abide by dress regulations at all academy functions, and students deemed to be out of dress code will be required to correct the issue prior to being allowed back into class or academy function and will be counted unexcused for any class time missed.

## EXPULSION

Students receiving seventy (70) demerits in any given semester will be expelled from Front Range Baptist Academy. Furthermore, Front Range Baptist Academy reserves the right to dismiss and deny re-admission to students for reasons the administration deems necessary. This right includes, but is not limited to the following offenses: lack of parental cooperation, nonconformity to standards of conduct or grooming, chronic unexcused absences or tardiness, uncooperative spirit, and rebellion toward discipline. Students who are expelled are not permitted to attend any academy functions, including sporting events, for the remainder of the academy year unless permission is granted by the administration.

## OUT-OF-SCHOOL SUSPENSION

Students who receive 30 demerits during a semester must serve an Out-Of-School Suspension. For every 10 demerits after 30, another suspension is assigned. These are served on an assigned date during the school days at home. ASSIGNMENTS MUST BE GATHERED FROM THE ACADEMY OFFICE AT THE END OF THE SCHOOL DAY PRIOR TO THE SUSPENSION. All assignments must be completed and returned the following day. Any missed tests and quizzes on the day of the suspension must be made up the following day.

## MUSIC GUIDELINES

The purpose of a Christian school is to build into the young person the proper spiritual and academic direction needed for his life. Rock, rap, and other forms of music that promote rebellion, immorality, drug, and alcohol use are not God-honoring. Neither the listening to nor the promoting of these types of music will be allowed at the academy. We believe strict adherence to this is in the best interest of the young person and his spiritual, moral, and physical well-being.

## PARENTS' PLEDGE

Front Range Baptist Academy desires to train your child in activities that are Christ-centered. We believe that the Bible is the Rule Book which God has provided for all to follow; however, all men fall short in their endeavor to apply its principles for daily living to their lives. Therefore, in order to maintain a uniform environment which is conducive to the educational atmosphere, the Student Handbook outlines specific rules and regulations as to the order by which FRBA will operate. We ask that parents/guardians sign a form online when completing the enrollment packet, stating that they have read and understand the handbook and will abide by its directives, and agree to all provisions and statements contained in the application and handbook.

1. I recognize that attendance at Front Range Baptist Academy is a privilege and not a right. Parents are expected to cooperate with and support the Academy and its teachers in the education and discipline of their child(ren) both in the classroom and during other related school activities. I believe that discipline is necessary for the welfare of each student, as well as for the entire Academy. I give permission for my child's teacher and/or other agent of the Academy to make and enforce classroom regulations in a manner consistent with Christian principles. Students shall forfeit the privilege of attending the Academy if they do not conform to the standards and way of life at the Academy. The Academy reserves the right to withdraw a student at any time that the student, in the opinion of and at the sole discretion of the Academy, does not conform to the spirit of the Academy.
2. I give permission for my child to take part in all activities, including without limitation, transportation to and from school (including times prior to pick up and

following discharge from the bus), bus trips, sports activities on the premises of Front Range Baptist Church and Academy, and Academy sponsored trips away from the Academy premises. I indemnify and save Front Range Baptist Church and Academy, its employees and agents harmless from and against any claims, demands, causes of action, liability, medical payments, costs and attorneys' fees resulting from or arising out of the participation by my child in the above-mentioned activities. I understand that Front Range Baptist Church and Academy does not provide medical insurance coverage for my child and that I will be solely and fully responsible for any medical expenses or other liabilities incurred.

3. I understand the standards of Front Range Baptist Academy will not tolerate profanity, obscenity in word or action, the use of illegal drugs, alcohol, or tobacco at home or anywhere in the community, sexual misconduct by students, or disrespect to the personnel of the academy.
4. I agree that in order to ensure the effective operations of FRBA, it is necessary to have full cooperation, support, and backing of every parent and guardian in the matter of school policies, rules, and regulations; and I further agree to become familiar with these policies, rules, and regulations and insist that my family regard them.
5. I understand that FRBA is a non-profit organization and is dependent upon tuition, fees, and gifts for its support; and I will endeavor to abide by the payment dates set forth. Late fees will be assessed when a payment is not made by the due date. I also understand that failure to do so will result in my child's dismissal from school. I also understand that transcripts will not be released from the academy until the account is current.
6. I will support FRBA in its efforts to train my child in a way that is pleasing to the Lord and in accordance with the Holy Scriptures. If at any time it becomes apparent that my support is lacking, I understand that my child could be dismissed from the academy.
7. I understand that should my marital status change, it is my responsibility to have a corrected Parents' Pledge signed and updated and delivered to Front Range Baptist Academy.
8. I understand that the academy encourages regular weekly church attendance on the part of all students to help reinforce the Biblical principles that are taught at the academy.
9. I have read the Statement of Faith and objectives and understand these are the doctrinal positions of the academy.
10. This Parents' Pledge shall remain in effect for as long as my child listed (or others to be enrolled) attends Front Range Baptist Academy, whether it be in the elementary, or junior-senior high. Any reference herein to "child" shall include and refer to all the children listed, or others to be enrolled in the future.

## PROBATION

A student accumulating thirty (30) demerits in one semester will be placed on probation and cannot participate in any extra-curricular activities, including sports, or hold any class or student body office.

## STUDENT CODE OF CONDUCT

Front Range Baptist Academy desires to provide an environment conducive to the spiritual growth and development of young people who are not yet mature Christians. A standard of conduct based on the following Biblical imperatives is necessary to provide such an environment. All of the activities of the Christian must be subordinated to the glory of God and the Holy Spirit who indwells us (I Corinthians 8:9, 12:13, 10:32). The Christian will endeavor to avoid practices which cause the loss of sensitivity to the spiritual needs of the world and loss of the Christian's physical, mental, or spiritual well-being (I Corinthians 9:27).

A sense of the need for spiritual growth in the light of these principles has led Front Range Baptist Academy to adopt the following standards which it is believed are conducive to the environment that will best promote the spiritual welfare of the student. The academy, therefore, expects each student --whether at home, the academy, or elsewhere--

1. to refrain from swearing, indecent language, smoking, drinking alcoholic beverages, the abuse of drugs, gambling, dancing, rock music, country music, and Christian rock music.
2. to use Psalm 101:3 "I will set no wicked thing before mine eyes..." as a guide to evaluate Biblically my involvement with the movie theater, cable TV, home videos, the internet, etc.
3. to maintain Christian standards in courtesy, kindness, morality, and honesty.

The selection of the restrictions mentioned in this pledge may appear arbitrary to some; but while not condemning others who see differently, Front Range Baptist Academy believes that the restrictions named are types of conduct which are detrimental to the standards established as its objectives.

Students are expected to abide by these standards throughout their enrollment whether at home, the academy, or elsewhere. Students found to be out of harmony with the Front Range Baptist Academy ideals of work and life may be invited to withdraw whenever the general welfare demands it, even though there may be no special breach of conduct.

In this atmosphere of definite and positive Christian Standards of Conduct, good scholastic planning, and intimate personal interest between faculty and student, there is fine opportunity for development of strong Christian character.

# BULLYING POLICY

Biblical illustration of relationships: John 15:12- "This is my commandment, that ye love one another, as I have loved you."

Rationale: In an effort to instill biblical values and create a more loving environment, the academy has adopted this biblical policy. From time to time, conflict can occur. Front Range Baptist Academy realizes that while bullying may occur, it is never acceptable. We seek to implement a clear framework for dealing with bullying incidents in order to protect our students and help the bully to learn how to relate in a way that is in line with biblical standards.

Definition: Bullying occurs when a person or group is intimidated, frightened, excluded, or hurt by a pattern of behaviors directed at them by others. (Greg Griffiths, *Bullying in Schools-The Hidden Curriculum* (2003).

The following actions in an on-going form may be forms of bullying:

1. Physical aggression - including hitting, punching, kicking, pushing, etc.
2. Teasing or verbal abuse - including put downs, insults, name calling, or racial/sexual remarks
3. Intentional exclusion from activities or friendship groups
4. The setting up of humiliating experiences
5. Damaging a person's property/possessions or taking them without permission
6. Threatening gestures, actions, or words
7. Written/verbal/ electronic messages that contain threats, put downs, gossip, or slandering
8. Cyber bullying through Facebook or other electronic means

PLEASE NOTE: Sometimes students, especially when they are very young, have not developed the interpersonal skills necessary to express their needs and feelings. Therefore, sometimes students will be mean to each other or physically hurt each other occasionally. WE DO NOT CONSIDER THIS OCCASIONAL MISBEHAVIOR "BULLYING." In these instances, the teachers and staff will attempt to work with these students to help them express themselves with words and good choices when faced with an undesirable situation.

Policy Statement: From time to time in a large community such as a school, conflict and offence can occur. As part of living in a sinful world, bullying can result when we do not always relate to others as we should or when people try to exert power and influence over others.

Front Range Baptist Academy realizes that while bullying may occur, it is never acceptable and seeks to implement a clear framework for dealing with bullying

incidents. The academy's response to bullying is based on the pattern of relating to one another found in the Bible. God intended for us to live in a way that acknowledges differences and accepts others because we are all made in God's image.

FRBA recognizes that not all behaviors should be considered bullying or willful violation of this policy. Behaviors will be assessed by the teacher and/or administrator and addressed according to the procedures below.

#### PROCEDURES

1. All parties will be spoken to- victim, offending student, and sufficient bystanders- to establish the facts of the situation and to hold them accountable for their actions/inaction. Generally all parties will be asked to give a verified account of what has happened with a view to understanding the whole picture.
2. All incidences are to be documented and written reports will be kept on the behavior.
3. All staff will be informed about and have access to the information recorded on all incidents so that they may be aware of any issues between students.
4. Acknowledgement of the allegation of bullying and assessment of student safety must take place within one school day of the report.
5. Investigations into bullying allegations must be undertaken in a timely manner and should be carried out in such a way as to minimize the risk of escalation.
6. Parent(s) of victim and bully will be informed throughout the process and may be invited to be present in discussions. In some cases this may apply to parents of bystanders also.
7. All incidents of bullying will be followed up in writing to parents/caregivers of at least the victim/s and bully.
8. Bullying incidents will be followed up and students monitored to ensure the incident is resolved satisfactorily. The school will take serious disciplinary action in cases of retaliation.
9. Discipline will follow the discipline policy.

#### RESPONSIBILITIES OF STUDENTS

1. Student should ask the offending student to stop.
2. Students being bullied should report it to staff, parents, or another adult.
3. Students who are aware of bullying should report it to the teacher.
4. Students should take appropriate steps to discourage/prevent bullying.
5. Students should be willing to resolve bullying situations by employing forgiveness and changes in behavior.

#### RESPONSIBILITIES OF PARENTS

1. Parents are encouraged to take what their children say seriously and to report bullying concerns to the teacher first.
2. Parents need to accept that the whole story may be quite complex and trust the school to resolve bullying matters.
3. Parents not satisfied with the action may refer to administrators if the need arises.

#### RESPONSIBILITIES OF STAFF

1. Non-teaching staff should refer all allegations of bullying to teacher and principal (in that order).
2. Teaching staff should establish whether an alleged incident is isolated or an ongoing pattern of behavior.
3. Teaching staff are to refer to principal with allegations/incidences of bullying. This will be done in a timely manner (within one academy day of report).
4. Bullying incidents will be followed up and students monitored to ensure the incident is resolved satisfactorily. The academy will take serious disciplinary action in cases of retaliation.

# ATHLETIC INFORMATION

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## INTRODUCTION

Athletics can teach young people many lessons that can help them in their Christian lives. It is the goal of Front Range Baptist Academy that its students exemplify Christ-likeness in everything they do. The purpose of this athletic information is to provide a way to maintain consistency through our athletic program and to set forth the standards by which we expect our athletes to adhere. We require that parents as well as athletes take time to read this information so you can properly support the academy and help your young person. Thank you for your support and cooperation in this matter.

## PHILOSOPHY OF ATHLETICS

It is the goal of Front Range Baptist Academy that the athletic program be an integral part of the lives of as many students as possible. While it is impossible to serve the needs of every person, every student is encouraged to explore the capabilities God has given him through the sports program here at FRBA. The sports guidelines of FRBA will be followed by all students. All parents are expected to support the standards and goals of FRBA for the overall student body and Christian school ministry.

Winning is important to the continuance of a solid athletic program. It is undeniable that winning teams tend to bring larger crowds, higher enrollments and greater school spirit. Winning, however, must be tempered by the basic beliefs of our Christian faith. First and foremost, it is the responsibility of all Christians to honor the name of our Lord and Savior, Jesus Christ (Colossians 3:23). We can win regional, state, or national titles, but with the loss of our Christian testimony, all becomes vain or worthless. The prevailing attitude among all those connected with the sports program at FRBA should be: I WANT CHRIST TO BE SEEN IN MY LIFE. Such an attitude will mold and shape Christian character from the inside to the outside. The following guidelines are designed to make the sports program profitable for each participant:

1. **OBEDIENCE** - Each player is expected to comply with what the coaches and others whom God has placed in authority over him ask him to do. If a player has a question, he should not be afraid to ask for clarification with a **PROPER ATTITUDE**.

2. DILIGENCE - Players should use all their strength and ability to complete each part of their task, whether it be cleaning up, doing drills, conditioning, competing in a game, or any other activity.
3. RESPONSIBILITY - Each player should do everything that is expected whether being directly supervised or not. A coach should not have to "baby-sit."
4. DETERMINATION - A player should make up his mind to accomplish all of God's goals in His time, regardless of the opposition.
5. CONFIDENCE - Remember, as you totally give all you have to Jesus, you become a winner in God's sight.
6. INTENSITY - Each player should give a "total release" performance at all times, focusing his attention on the job at hand, putting forth every effort to complete it perfectly.
7. PERSEVERANCE - A player should always do his best and try to win, as this is the object of competition. Also, a player should continue faithfully throughout the entire season. If one has done his best, there is nothing to regret.

## SPORTS PROGRAM OFFERINGS

### BOYS

#### FALL SEASON

Soccer (Grades 6-12)\*  
 Varsity Cross Country (Grades 9-12)  
 MS Cross Country (Grades 6-8)\*

MS Volleyball (Grades 6-8)\*  
 JV Volleyball (Grades 9-12)  
 Varsity Volleyball (Grades 9-12)  
 MS Cross Country (Grades 6-8)\*  
 Varsity Cross Country (Grades 9-12)

#### WINTER SEASON

MS Basketball (Grades 6-8)\*  
 JV Basketball (Grades 9-12)  
 Varsity Basketball (Grades 9-12)

MS Basketball (Grades 6-8)\*  
 JV Basketball (Grades 9-12)  
 Varsity Basketball (Grades 9-12)

#### SPRING SEASON

Soccer (6-12)\*

\*NOTE: If the roster numbers permit 5th graders to participate in Middle School sports, an announcement will be made before each sport season begins.

## A WORD TO OUR FANS AND SPECTATORS

FRBA parents and students are aware of the standards set forth by the academy but oftentimes are unaware of what we expect from our spectators. Therefore, we have listed a few things to keep in mind when you attend a FRBA athletic event.

- Do not criticize. Fans sometimes feel that they are able to do it better, but that is not their job. Support the players and coaches; build them up – don't tear them down.
- Comments to officials and opposing teams should all be positive.
- Realize that the word Christian means "Christ-like." We as Christians are always displaying a testimony whether good or bad. FRBA wants to portray a good testimony, especially to the schools we compete against!
- LONG AFTER THE SCORE IS FORGOTTEN, OUR BEHAVIOR AND REPUTATION IS REMEMBERED.

## SPECIAL REQUIREMENTS AND GUIDELINES

1. Each athlete must have a current physical prior to practicing or playing on a FRBA team. The FRBA physical forms can be found on the FRBA website. The athlete cannot compete in tryouts, practices, or games without a current physical. The physical must cover the entire season.
2. Any student interested in playing on an athletic team must be present within the first three practices of the season. The coach must be notified ahead of time if he is going to miss practices for an excusable reason (illness, death in family, etc.). New students will be given an opportunity to participate if positions are available.
3. The five forms that must be completed and signed at the beginning of each school year and returned to the academy office are listed below:
  - Athletic Emergency/Consent Form
  - Notice to Athletes and Parents or Guardians Form
  - Student Eligibility Information Form and CHSAA Anti-Hazing Policy
  - Physical Examination and Parent Permit For Athletic Participation
  - FRBA Athletic Rules and Expectations Form (A sample of this information has been included in the back of the handbook.)

## ATHLETIC PARTICIPATION FEES

Due to the rising cost of operating a sports program, an athletic participation fee will be charged to help cover the costs. The athletic participation fee for each Middle School Sport (6th-8th) is \$100 and for each High School Sport (9th-12th) is \$150. The fee will be charged to the parent's account at the beginning of one's particular sport season.

## GAME AND PRACTICE ATTENDANCE AND REQUIREMENTS

1. Once you have joined a team, you have committed yourself to that team until the last game is completed.
2. Players must be at every practice or game unless excused for one of the following reasons:

- Doctor/dental appointment (should try to work around practices)
  - Personal sickness
  - Death in the family
  - Previously scheduled church commitment
  - “Special” permission granted by administrator
3. Front Range Baptist Academy is supportive of many local churches whose members make up our student body. Games and practices are not scheduled on Wednesdays. Games and practices are not scheduled on Sundays. We try to schedule as few Saturday events as possible. We encourage our families to be actively involved in the local church. However, any athlete who misses a practice or game may have to make up practice activities and face the team’s policy for reduction in playing time. This is not meant as punishment for an excusable absence, but as a reward and incentive to those team members who were present. A team member who must miss a practice or game may return to their former status as soon as they have fulfilled the team’s policy for absences.
  4. Each coach will announce their discipline procedure for missed practices or games. Multiple unexcused absences may result in dismissal from the team.
  5. All athletes must be on time to practices and games. Each coach will announce his discipline procedures for tardiness. Once teams have been chosen, no one else will be allowed to come to the coach and ask to try-out. Exceptions would be granted to a new student who enrolled after teams were chosen, provided there is a uniform available.
  6. If practice attire is issued to a team, it should be worn to every practice; otherwise:
    - Girl athletes should wear loose fitting shorts to the knee and athletic t-shirts void of inappropriate writings.
    - Boy athletes should wear loose fitting shorts to the knee and athletic shirts prescribed by the coach.
    - FRBA athletic pants issued by the academy may be worn.

## ATHLETES’ CODE OF CONDUCT

1. Every athlete is expected to maintain a good Christian testimony. At any time, an athlete not maintaining a Christian testimony on or off the field or in the classroom may be suspended or dismissed from the team.
2. An athlete who receives a detention that forces him to miss practice must serve the detention on the day it is assigned. **ATHLETES ARE NOT PERMITTED TO ATTEND PRACTICE ON DAYS THAT THEY ARE SERVING DETENTIONS.** Coaches will discipline players who are late or miss practice for detentions.
3. The FRBA discipline system includes consequences that may limit an athletes’ participation. Additionally, any athlete who is removed from a team will not be eligible for post-season awards.

4. The use of profanity or other off-color remarks will not be tolerated. This type of language on or off the field will result in a suspension to be determined by the administration and athletic director.
5. Fighting during athletic events will result in a suspension to be determined by the administration and athletic director. More severe discipline action may be enacted depending upon the circumstances.
6. Athletes are to be good representatives of Christ and FRBA on road trips. Failure to do so may result in suspension or dismissal from the team.
7. FRBA does not condone and will not tolerate "hazing" or "initiations" of athletes by other teammates. Any such actions will result in suspension and/or dismissal from the athletic team.
8. Any permanent removal of a player from the game by an official due to an attitude or language will result in a one game suspension. The athletic director and administration may review and make final decisions regarding game suspensions.

## ATHLETES' DRESS REQUIREMENTS

All athletes must meet the athletic dress code as it is stated below for all practices and games. When uniforms are worn to an away game, athletes are to wear attire approved by the athletic director, coach, and administration. Athletes are expected to wear warm-up clothing (t-shirts, warm-up pants, etc.) properly and modestly at all times. Clothing should not be worn inappropriately in an attempt to draw attention to the athlete.

### SUMMARY OF DRESS CODE REQUIREMENTS FOR GAME DAYS:

| <b>SPORT</b>               | <b>GAME DAY DRESS</b> | <b>TRAVEL TO &amp; FROM</b> |
|----------------------------|-----------------------|-----------------------------|
| Soccer (Boys/Girls)        | Game Day attire       | Team uniforms               |
| Volleyball (Girls)         | Game Day attire       | Game Day attire             |
| Basketball (Boys/Girls)    | Game Day attire       | Game Day attire             |
| Cross Country (Boys/Girls) | Game Day attire       | Team uniforms               |

**NOTE:** FRBA athletic attire as mentioned in the student handbook may be worn after that students' particular game. These guidelines apply to all players, managers, statisticians, and scorekeepers associated with each team.

## ELIGIBILITY AND PARTICIPATION IN PRACTICES AND GAMES

1. All those involved in the athletic program must be in school for at least 1/2 day (4 class periods) in order to participate in a practice or game scheduled for that day. The only exceptions would be previously scheduled doctor or dentist appointments that have been pre-approved by the administrator.

2. Students who leave school and return without an approved doctor's note will not be allowed to practice or play. Exceptions would need to be pre-approved by the administrator.
3. To be eligible to participate in the athletic program, students must maintain a "C" average with no more than one "F" in the first three weeks of a grading period. After the initial three weeks of a grading period has passed, students must maintain a "C" average with NO "F's." Eligibility is checked every week.
4. Players who have not maintained the required academic standards listed will be ineligible for practices or games until the next eligible check.
5. Athletes who have been found ineligible for four weeks of a particular sport season will be dismissed from the team.
6. All the above guidelines also apply to managers, statisticians, and scorekeepers.
7. Any violation of the probation guidelines may result in dismissal or suspension from the athletic team.

## QUITTING

1. Character is not built by quitting. Trying times are not times to quit trying.
2. A student may drop off the team anytime before the third practice without penalty. After that period of time no student may quit the team without penalty. There should be a strong sense of belonging to the team even when personal injuries would restrict the individual's participation in practices and games. An injured player is expected to be at all practices and games (provided he is physically able).
3. Any athlete who quits a team will forfeit his/her right to play sports during the next two consecutive sport seasons.
4. An athlete who leaves the team because of academic probation will not be considered as quitting.
5. An athlete who quits will be removed from the team roster and forfeit any post-season rewards such as team pictures, letters, athletic ceremony awards, etc.
6. An athlete who withdraws from school will not be eligible for post-season awards and recognition.
7. The only exceptions to the above rules would be for death in the family or serious injury. The athletic director and the administrator will decide any exceptions.

## TRANSPORTATION

1. This policy applies to all off-campus games and tournaments when transportation is provided by the academy. It does not apply to activities for which the academy does not provide transportation.
2. For all activities for which one vehicle will accommodate all team members, the team will be transported in either an academy-owned or academy-rented vehicle. The vehicle must be driven by an academy staff person or by an approved adult at least 25 years old.
3. When the academy provides transportation to away games, all team members, managers, statisticians, and scorekeepers must travel to the game on the academy bus or van.
4. A team member may ride home from an off-campus game with his parent(s) or legal guardian provided the parent or guardian signs the athlete out with a coach on the release form.
5. Only at the discretion of the administration may a team member be allowed to ride to an away game with the student's parent(s) or legal guardian.
6. NO laptops, radios, ipods, CD players, MP3 players, (or any music devices), headsets, magazines, or video games should be brought on the bus or van.
7. CELL PHONES ARE ONLY TO BE USED WHEN CONTACTING PARENTS, AND THIS SHOULD ONLY BE DONE AT THE DIRECTION OF THE COACH.
8. Students will be notified where to sit on the bus or van.

## UNIFORMS AND EQUIPMENT

1. Any uniform or equipment issued to an athlete is the athlete's responsibility to return in good condition.
2. Lost or damaged equipment will be charged to the athlete.
3. Athletic uniforms are only to be worn for games. Special permission may be granted for certain situations.
4. All uniforms and equipment must be returned to the coach or athletic director within one week after the last game of the season. Post-season awards may be withheld if an athlete has not returned his uniform.
5. Any athlete who does not return uniforms and/or equipment will have his report card held and costs for replacement will be charged to his FACTS account. An athlete will not be allowed to participate in another sport until all overdue uniforms, equipment, and fees have been returned.

## LETTERMAN AWARDS

1. The academy will have an athletic ceremony at the conclusion of all the academy events. All teams (Middle School, Junior Varsity, and Varsity) that participated during the entire season will be recognized at that time. All team members should make every effort to attend the awards ceremony.
2. All Middle School and Junior Varsity athletes will receive a participation certificate. Managers, statisticians, and scorekeepers will also be recognized.
3. To earn a Varsity letter, the following requirements must be made :
  - The athlete must be at least a ninth grader.
  - Only one letter will be given per person regardless of the number of sports played.
  - Basketball: athletes must play 50% of the quarters in the regular season games or be a senior who has played on the varsity team for four years. (Playing any part of a quarter counts as playing the quarter.)
  - Volleyball: athletes must play in two modules per game and must play in 50% of the scheduled varsity matches. (Playing in any part of the module counts as playing in the module.)
  - Soccer: athletes must play in 50% of the halves. (Playing any amount of time in any particular half counts as playing in that half.)
  - Cross Country: athletes must place in the top 30 in any match during the season
4. First year Varsity lettermen will receive a letter and a pin for that sport.
5. Second, third, and fourth year Varsity lettermen will receive a service bar for that sport.
6. Varsity managers, statisticians, and scorekeepers will receive certificates.

## SPECIAL AWARDS

1. Only athletes who finish the season still on the team roster will be recognized at the athletic ceremony.
2. Every Varsity sport will award a MVP and two awards from the following list:
  - Offensive Player of the Year
  - Defensive Player of the Year
  - Most Improved Player
  - Golden Boot
  - Rebounding Award
  - Hustle Award
  - Gold Medal Award
  - Coaches' Award
3. Every JV sport will have two coaches' awards.

4. Every Middle School sport will have two coaches' awards
5. The highest honor to be given at the Athletic Ceremony will be the Christian Athlete of the Year. This award is given to any 9th-12th grade athlete who demonstrates leadership, a positive attitude, team spirit, and sportsmanship both in athletics and around the school while maintaining a high standard of Christ-likeness.

## MISCELLANEOUS

1. Cleats are NOT to be worn in the education buildings or Harmony building at any time.
2. The athletic director and administration will decide any questions or issues not discussed in this handbook.
3. When it is necessary to miss class time due to travel to an athletic event, the following regulations will apply:
  - All due assignments should be turned in to the teacher prior to leaving.
  - All new assignments should be obtained before leaving.
  - Late penalties may be assessed by the teacher for work not completed upon the student's return.

## A WORD TO OUR PARENTS

The best way to help your athlete is to provide encouragement and to be positive, both at home and in the stands. If there is a problem, have your child talk to his coach. If the problem is not resolved or if it is of a serious nature, then call the coach yourself. If no solution can be reached at that point, then call the athletic director to set up a meeting with all parties involved.

Please know you are the most important person in your child's life, and he wants you to be proud of him. Be supportive of your athlete! All student athletes are required to treat visitors, employees, parents, and opposing players with respect. By the same token, all parents and visitors who attend FRBA athletic events are required to be courteous and respectful to all employees, coaches, opposing players, referees, etc. The administration, athletic director and coaches will maintain order at athletic events and have the authority to remove any spectator who acts inappropriately.

Students are asked not to sing or "chant" anything that is a "put-down" or in any way derogatory to the opposing school.

"Let no man despise thy youth; but be thou an example of the believers in word, in conversation, in charity, in spirit, in faith, in purity." 1 Timothy 4:12

"Set a watch, O Lord, before my mouth; keep the door of my lips."  
Psalms 141:3

These general principles can be adapted to other sports simply by understanding the spirit in which Christians are to do things. (I Corinthians 10:31-33)

## ATHLETIC COMPLIANCE FORM

This following information (FRBA Athletics Rules and Expectations) is one of the required forms that is to be completed and returned to the Athletic Director before an athlete participates in his first sport (prior to tryouts) of the school year. The information has been included in this handbook as a reminder to the athletes and parents of the form that they signed outlining the expectations of the athletes.

### FRBA ATHLETICS RULES AND EXPECTATIONS

All players who are members of the FRBA Falcons understand playing sports demands tremendous commitment and dedication to the game and their team. Likewise, parents make great commitment and sacrifice for the athlete to play with the team. Playing for the Falcons is a privilege and not a right. As Falcon players and parents, we understand and agree to the following policies.

### PLAYER RESPONSIBILITIES

1. All players will treat teammates, coaches, teachers, administration, officials, and opponents with dignity and respect. Depending on the severity of the disrespect, a player may be suspended from a game or be dismissed from the team.
2. All players, regardless of ability and/or playing time, are equal members of the team. Each player will treat all teammates with acceptance, respect, and friendship.
3. All players will provide maximum effort in practice and games.
4. Attendance at all practices, team meetings, and games is mandatory. While injured players may be unable to play, they are still expected to arrive on time, listen to the coaches, encourage teammates, and assist the team. They will also be given extra duties to help with practice or game management.
5. When players miss practices and/or games, playing time in future games may be affected.
6. In very rare situations, players may request to be excused from games and/or practices. When this occurs, players are required to complete an Athletic Absence Form to be turned into the administrator for approval.
7. Unexcused absences are absences in which the administrator was not informed in the manner described above or the reason for the absence was denied. An unexcused absence from practice and/or games will result in the suspension of the player from the next game in which the player is eligible to play.
8. Players are to be on time for all practice and games. Tardiness may affect playing time in games. Chronic lateness may result in suspension. Players are expected to directly seek understanding and resolution when questions or problems arise with coaches and teammates.

9. Players will conduct their personal lives in a manner that brings honor to themselves and the team. This includes academy performances, self-respect, healthy behavior, and social responsibility.
10. Players will maintain academic eligibility according to the standard set by FRBA.

#### PARENT RESPONSIBILITIES

1. Parents will treat players, coaches, opponents, and officials with respect and dignity.
2. All comments by parents and their guests from the sidelines will be encouraging and/or complimentary. Parents and guests will refrain from making comments about players' or coaching mistakes or errors.
3. Parents will discuss player and/or team concerns and problems directly with the head coach. These discussions will not take place right before or after a game. A meeting will be scheduled. During the meeting, playing time and comparisons to the other players will not be discussed. Remember, it is not the best players; it is the players that work together the best!
4. Coaching is to be done only by coaches on staff. Parents agree to refrain from coaching or directing their child or other players during all games and practices.
5. Parents will refrain from making derogatory comments to referees at any time.
6. Parents will support coaches and encourage their athlete to do the same.
7. Players are expected to be picked up on time after practices and games.

#### PLAYERS' CODE OF CONDUCT

- Play to win.
- Observe the laws of the game.
- Play fair.
- Respect opponents, teammates, referees, and officials.
- Accept defeat with dignity.
- Win with modesty and give credit to God and teammates.
- Promote the best interest of the academy and the team.
- Reject worldliness in attitudes and actions on and off the playing field.

# FINANCIAL INFORMATION

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Important: Parents are required to read the entire Financial Information section as fees, tuition, and certain related policies have changed for the 2022-2023 academy year.

## BUDDY SYSTEM

The best way to advertise a good product is by word of mouth. By referring new students to Front Range Baptist Academy, parents may be eligible for a referral credit for students who enroll as a result of their recommendation. Current families will receive a \$500 credit (\$250 credit for kindergarten students), and new families will receive a \$500 credit (\$250 credit for kindergarten students) for each new student who enrolls at FRBA. Therefore, both families benefit from being enrolled at the school. THE BUDDY SYSTEM APPLICATION FORM MUST BE COMPLETED AND RETURNED TO THE ACADEMY OFFICE WITHIN FIVE DAYS OF THE NEW STUDENT(S) ENROLLMENT DATE TO QUALIFY.

Credits are applied over the course of the academy year at \$50 (\$25 kindergarten students) per month (July-May). If a new student withdraws prior to the end of the academy year, both families lose the credit for the remainder of the year. If the referring family leaves prior to the end of the academy year, the new family will still receive credits for the remainder of the academy year.

For families who pay in full by August 1, 2022, the \$500 credit will be applied upon payment. If the student withdraws prior to the end of the academy year, the \$500 will be prorated based on the number of complete months the student was enrolled at the academy.

## DELINQUENT ACCOUNTS

At one month delinquent, and upon administrative discretion, students will not be allowed to attend class or participate in any extra-curricular activities. Students will receive zeros while out of class due to a delinquent account. Classwork missed must be made up with opportunity for credit. With administrative discretion, any account that becomes delinquent may be turned over to a collection agency, and additional collection costs will be incurred.

## ENROLLMENT

All students must pay a non-refundable, non-transferable enrollment fee at the time of enrollment. Parents re-enrolling students may receive the discounted price of \$150 if enrollment is completed and fee is received by February 28, 2022. A \$300 fee is incurred for parents re-enrolling or enrolling students after February 28. There is a \$500 cap per family if enrollment is completed and fee is received by February 28, 2022; after February 28, there is an \$800 family cap for enrollment.

## FINANCIAL POLICIES

The enrollment fee is \$300 and must be paid at the time of enrollment. The application fee, enrollment fee, first month's tuition, and tuition for any month or part of a month for which a student is enrolled are non-refundable and non-transferable for any reason. Students enrolled for one or more days in any tuition payment period will owe for the full period's tuition.

For miscellaneous payments received in the Front Range Baptist Academy office, it is our policy to charge a \$30 returned check fee. If two checks are returned from the same family/payer, that family/payer will be placed on a cash-only basis. Post-dated checks will not be accepted.

No academy records, including health records or graduation diploma, will be released for any student when there is a balance owed on the student's account. No student will be permitted to graduate until all tuition and fees are paid in full.

## MULTI-CHILD DISCOUNT

In an effort to help those families who enroll more than one child in our academy, there is a multi-child discount that is awarded to any family with two or more students enrolled in 1st-12th grades. The discount amounts are included in the Tuition Rates section of the Student Handbook.

## ONLINE RE-ENROLLMENT/PAYMENT

To make re-enrollment more convenient for parents, FRBA offers our re-enrollment application online through FACTS Family Portal. Parents may also pay the re-enrollment fee of \$300 online via credit card or bank draft. Any family who enrolls online and pays the re-enrollment fee by February 28, 2022, will receive a \$150 discount.

## SCHOOL FEES

All fees will be added to your FACTS account. All prices are subject to change without advance notice. First semester fees will be added to your September statement. Second semester fees will be added to your February statement. These fees are non-refundable.

## GENERAL FEES

|                                 |  |
|---------------------------------|--|
| Application (new students only) | \$40   |
| Book Fee                        | \$250-\$500 (varies by grade level)                    |
| Enrollment                      | \$300 (\$150 in February)                              |
|                                 | \$800 family cap (\$500 in February)                   |
| ESD                             | \$120 per month or \$12 per day                        |
| FACTS Management                | \$50 per year, per family<br>(\$25 if annual/biannual) |
| Field Trips                     | Variable (depends on trip)                             |
| Foreign Student                 | \$500 per semester                                     |
| Foreign Student ESL Class       | \$150 per semester                                     |
| Ignitia Course                  | \$100 per semester                                     |
| Music Department                | Variable   |
| Private Music Lessons           | \$70 per month   |
| Summer School                   | \$250 per course or \$35 per day                       |
| Testing Fee (new students only) | \$40   |
| Tutoring                        | \$80 per month, per subject                            |
| Withdrawal Fee                  | \$250  |
| Music Fees (1st-12th)           | Variable (see Music Director)                          |

## ELEMENTARY/KINDERGARTEN FEES

|                              |       |
|------------------------------|-------|
| Art Class (1st-6th)          | \$20  |
| Forgotten Lunch              | \$5   |
| K4 Book/Supply/Program Fee   | \$275 |
| K5 Book/Supply/Program Fee   | \$325 |
| Kindergarten Graduation Fee* | \$50  |

## SECONDARY FEES

|                                       |                     |
|---------------------------------------|---------------------|
| Official Transcript                   | \$5                 |
| Athletic Participation (MS, 6th-8th)  | \$100 per sport     |
| Athletic Participation (HS, 9th-12th) | \$150 per sport     |
| CACS Fine Arts Competition            | \$25 (entrance fee) |
| Car Parking                           | \$50                |
| PSAT (9th-11th)                       | \$35                |
| Senior Graduation Fee*                | \$150               |
| Senior Trip                           | See page 21         |

\*will be added to your account April 1

## TUITION AND INCIDENTAL FEES POLICIES

FRBA has established a professional business account with the FACTS Management Company to allow families to safely and timely manage their tuition payment(s) and incidental fees. Parents must sign-up with FACTS Management to pay tuition and incidental fees incurred during the school year. Enrollment into FRBA is not complete

until parents have completed registration with FACTS Management. Parents who choose either of the monthly plans will pay a non-refundable fee of \$50 per family, per year upon enrollment into FACTS. Parents who choose the annual or biannual plan will pay \$25 per family, per year.

Enrolling in a FACTS tuition payment plan allows you to select a payment option that best suits your financial needs. Parents may pick from the plans listed below. Each plan has an enrollment deadline, and therefore, depending on the date of your FACTS enrollment, some plans may not be available.

#### 10 MONTH PLAN

Spread your tuition balance over 10 monthly installments from July - May with no payment due in September.

Payment Methods Offered: Credit Card or Automatic Bank Draft

Payment Date: 5th or 20th

#### 11 MONTH PLAN

Spread your tuition balance over 11 monthly installments from June - May with no payment due in September.

Payment Methods Offered: Credit Card or Automatic Bank Draft

Payment Date: 5th or 20th

#### SEMI-ANNUAL

Spread your tuition balance over 2 equal payments.

Payment Methods Offered: Credit Card or Automatic Bank Draft

Payment Dates: August 1 and January 1

#### PAYMENT IN FULL

Pay your tuition in one full payment by August 1 and receive a 3% discount off the tuition.

Payment Methods Offered: Credit Card or Automatic Bank Draft

Payment Date: August 1

Please note, payments made through a credit card are assessed a 2.75% convenience fee (assessed by credit card company) with each transaction. For more details about the options above, log into your user account or create a new online account.

#### SIMPLE STEPS TO ENROLL IN A PAYMENT PLAN ONLINE

1. Log into the FACTS Family Portal from the FRBA home website ([www.FRBA.School](http://www.FRBA.School)) or from [www.factsmgt.com](http://www.factsmgt.com).
2. Our district code is FR-CO.

3. Click on the financial tab on the left side of the menu.
4. Follow the steps outlined on the link to complete and sign up for your desired plan.
5. Choose a payment method of either a credit card or automatic bank draft.
6. Be prepared for how you will pay for incidental charges (i.e. athletic fees, class fees, lunch charges, or other non-monthly charges).

#### RETURNED AND LATE PAYMENTS

When FACTS receives notice of a payment returned from your financial institution, FACTS sends a notice to you regarding the returned payment. The \$30 FACTS Returned Payment Fee is debited from your account five calendar days after the returned payment. The payment is rescheduled for processing approximately 15 days after the last scheduled date.

After the second attempt to process the same payment, a \$15 late fee will be assessed in addition to the \$30 FACTS Returned Payment Fee. Late fees are added to the next scheduled payment that is at least 10 days in the future. FACTS will attempt to process a payment up to three times, after which your account will be changed to a status of inactive. Students in families with inactive accounts may have their continued enrollment jeopardized.

#### TUITION RATES

**HALF-DAY K4** The tuition for half-day kindergarten (8:15 AM to 11:25 AM) for each four-year-old student is \$4700 per year.

**FULL-DAY K4** The tuition for full-day kindergarten (8:15 AM to 3:05 PM) for each four-year-old student is \$5200 per year.

**HALF-DAY K5** The tuition for half-day kindergarten (8:15 AM to 11:25 AM) for each five-year-old student is \$4200 per year.

**FULL-DAY K5** The tuition for full-day kindergarten (8:15 AM to 3:05 PM) for each five-year-old student is \$4700 per year.

**GRADES 1-12, Annual Tuition Rates for families with multiple children enrolled\*:**

| GRADES 1-6              |        | GRADES 7-12             |        |
|-------------------------|--------|-------------------------|--------|
| First Student           | \$5400 | First Student           | \$5600 |
| Second Student          | \$5200 | Second Student          | \$5400 |
| Third Student           | \$5000 | Third Student           | \$5200 |
| Fourth Student          | \$4800 | Fourth Student          | \$5000 |
| Fifth Student           | \$3200 | Fifth Student           | \$3400 |
| Each Additional Student | \$2800 | Each Additional Student | \$3000 |

\*These discounts apply to brothers and sisters who are billed on the same family account. Students enrolled in kindergarten are not counted toward the discounted tuition rates. All other financial policies apply.

## WITHDRAWAL/DISMISSAL

Withdrawal or dismissal from the academy must be processed through the academy office. The parent must sign a withdrawal form and pay a withdrawal fee of \$250. Report cards will not be issued nor transcripts forwarded for any student whose account is not current and the withdrawal fee not paid.

# HOMESCHOOL POLICIES

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## ADMISSION POLICIES

All potential home school students/athletes must adhere to the following guidelines for enrollment. The purpose of this application is for communication reasons and for an accurate accounting of students. As soon as all admission procedures have been completed, notification of admission status will be sent to the parents.

1. ACADEMY TOUR - Schedule a parent interview with the academy administrator which includes a tour of the academy at which time policies and procedures will be discussed. Following that meeting, an information packet will be given to the parents.
2. STUDENT APPLICATION - Must be completed online with a \$40 application fee paid
3. REFERENCE FORM (GRADES 7-12) - May be picked up in the academy office
4. STUDENT MEETING (GRADES 7-12) - Meeting with the academy administrator
5. ENTRANCE TEST - \$40 fee paid (optional for home school students)
6. ENROLLMENT FORM - To be completed on-line with \$300 enrollment fee paid
  - includes Parents' Pledge signed by both parents
  - includes student Standard of Conduct signed by both parents and student (Grades 7-12)
7. FACTS MANAGEMENT - Each family must sign-up with FACTS Management to pay tuition and incidental fees.
8. HEALTH RECORDS - Colorado law requires that all students have the following:
  - Copy of birth certificate
  - Certificate of (up-to-date) immunization record on CO Health Department official form

# ATHLETICS

In order for homeschool students to participate in the athletic program at Front Range Baptist Academy, families must be actively involved in the ministry of Front Range Baptist Church or their student must be enrolled in at least one Front Range Baptist Academy class. Additionally, students who are enrolled at another school are not eligible to participate in the athletic program at FRBA.

## GENERAL ATHLETIC INFORMATION

- Athletes are to arrive to school in regular school uniform, even when preparing to leave for an away game.
- Athletes are to wear game day polo on game days, whether to home or away games.
- If an athlete will be absent from a practice or game, he/she must fill out an Athletic Absence Request Form (in addition to the form for classes) at least one week in advance for administrative approval.
- Athletes are to ride the school transportation to the away games (or practices as needed) and may ride home with parents afterwards if signed out by parents with the coach.
- Athletes must abide by the information listed in the Athletic Information section beginning on p. 49 in this handbook.

## DRESS REGULATIONS

Home school students must abide by the academy dress code while on campus and at all academy sponsored activities, including extracurricular activities. Athletes will be given specific direction regarding dress for practices and games. The dress code must be followed in order to maintain playing status on any team.

## FEES

|                                       |                          |
|---------------------------------------|--------------------------|
| Application                           | \$40 (new students only) |
| Athletic Participation (MS, 6th-8th)  | \$200 per sport          |
| Athletic Participation (HS, 9th-12th) | \$250 per sport          |
| Band                                  | \$250 per semester       |
| Choir/Handbells                       | \$200 per semester       |
| Enrollment                            | \$300 per student        |
| P.E.                                  | \$250 per semester       |
| PSAT Testing                          | \$35                     |
| Secondary Class                       | \$400 per semester       |
| Iowa Testing                          | \$50                     |

## GENERAL INFORMATION

Homeschool students are enrolled in FRBA for the year and must follow the same guidelines listed in the student handbook as a full-time student. Some specific reminders are listed on the following page.

- Students are to arrive to the academy in regular school uniform.
- Students are to follow the athletic dress guidelines as listed in the handbook for all home and away games.
- If a student will be absent from class, he/she must fill out an Absence From School Request Form at least one week in advance for administrative approval.
- Students are to come right into the office area to check in for the day upon arrival; students may not loiter outside the buildings.
- Students are expected to be actively attending and participating in classes if enrolled in a class.

## STUDENT SOCIAL MEDIA/ONLINE ACTIVITY

Any student, including home school students, found with social media/online activity that is deemed inappropriate to the purpose and mission of the academy will be subject to disciplinary action up to and including immediate ineligibility to attend the Academy or participate in any extracurricular program.

## TRANSPORTATION

All students, including home school students, are expected to travel on transportation provided by the academy to all extracurricular functions unless specific direction has been given for a particular event. Students should not request an exception to drive personal vehicles to these events or to be picked up at another location. Spectators are not permitted to ride on school transportation without approval from the administration.

## YEARBOOKS

Yearbooks are distributed to full-time enrolled students. Homeschool students may wish to purchase a yearbook for an additional fee. See the office for the cost of the yearbook.

# A CLOSING WORD

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God has ordained two institutions to educate the child: the home and the church. The education given by our school is based upon the foundation laid by parents at home. The Word of God is clear that education begins in the home (Genesis 18:19, Deuteronomy 6:7, Proverbs 22:6, Ephesians 6:4, II Timothy 1:5, 3:15). It is our desire to work cooperatively with parents who understand their God-given responsibility to teach their children in the fear of the Lord. The families of our students are always welcome to attend services at Front Range Baptist Church, which sponsors Front Range Baptist Academy. Our administration invites parents to contact us any time for an appointment to discuss the educational or spiritual needs of your children.