



StoneGate

Christian Academy

“Jesus Christ is the Stone on which other stones for the building must be laid. It can be only Christ.” I Corinthians 3:11 (NLV)

2020-2021 Parent/Student Handbook

School Colors: Navy, Red, Gray

Team Mascot: LIONS

School Website: www.sgca.net



Administrative Staff:

Head of School – Rhonda Tuttle

Principal / Athletic Director – Matthew Maples

MS/HS Vice Principal – Michael Richardson

Elementary Vice Principal - Sherri Woods

Accounts Administrator – Lori Stornello

Office Manager – Rebecca Wright

Registrar – Allyson Cranfill

Marketing Director – Rosa Nunez-Ayala

1705 Esters Road
Irving, Texas 75061
Phone (972) 790-0070
info@sgca.net

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INTRODUCTION OF HANDBOOK

Purpose of Handbook

This handbook was developed to answer questions for StoneGate Christian Academy (SGCA) families. It provides information and guidance for students and parents. Please read and refer to the handbook when necessary. It will help provide clarity when questions arise. The school reserves the right to interpret the content of this handbook, including the rules and regulations governing the academic and non-academic conduct of students. This handbook is not a contract, nor is it intended to be so construed. Our school reserves the right to modify and/or amend the content of this handbook at any time during the year. If any written modification or amendment is made to this handbook, it will be made available to parents and students. If you have any questions about the handbook or any of its policies, please contact Mr. Matt Maples, Principal.

FOUNDATIONS

Welcome

The Academy and Board are thankful for the value you have placed on Christian education by choosing a Christ-centered education for your child. It is our prayer the connection between home, church, and school be a three-fold bond that is not easily broken. We are committed to partnering with you in educating your student in mind, body, and spirit. Through this educational process, we strive to change the world student by student.

Looking forward,
Rhonda Tuttle, Head of School

Admissions Policy

The Academy reserves the right, within its sole discretion, to refuse admission of an applicant or discontinue enrollment of a student if the atmosphere or conduct within the home or the activities of the student are counter to or in opposition of the Biblical lifestyle the school teaches. The Academy **does not** admit students who have been dismissed from another school, arrested, or have a history of substance abuse.

We strive to represent Christ by helping parents develop children academically, physically, spiritually and socially, as according to Luke 2:52. Because there needs to be common ground, one parent must be a born-again believer and member of a Christian church. Pastoral recommendation for the student is required.

We teach sexual purity as revealed in Scripture, which means we must address alternative lifestyles and the definition of marriage. Sexual immorality, homosexual orientation, and any other violation of the roles of male and female must be addressed, if we are to speak the whole counsel of God. Marriage is defined as the union of a man and a woman.

The Academy admits students of any race, color, nationality, and ethnic origin with all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies, scholarship and loan programs, or athletic and other school-administered programs. The Academy accepts students from Pre-Kindergarten (age four by September 1st) through 12th grade upon successful completion of the enrollment process.

History

The Academy was founded in 1976 as a mission of Shady Grove Church in Grand Prairie, Tx. In 2005, the school was released from church oversight and became an independent, non-profit 501 (c) 3, non-denominational, private Christian school. The school's name was changed from Shady Grove Christian Academy to StoneGate Christian Academy in 2007 when it relocated to Irving, Texas. The school purchased property in 2017 and moved to their new campus at 1705 Esters Road in Irving.

Mission Statement

StoneGate Christian Academy is committed to the academic, spiritual, physical, and social growth of students in a Christ-centered environment, teaching them to place Jesus first in ALL areas, filter everything through a Biblical Worldview, develop devotion to God that transforms communities, and become hardworking, responsible citizens.

Philosophy of Education

“All Scripture is inspired by God and profitable for teaching, for reproof, for correction, for training in righteousness; that the man of God may be adequate, equipped for every good work.”

II Timothy 3:16 & 17 (NASB)

We believe education is the process of learning to apply God's truth in academic excellence and spiritual growth. The home, church, and school should compliment this endeavor. Education, knowledge, and truth must not be experienced apart from God. His Word should be interwoven throughout the learning process.

Statement of Faith

We believe in the infallible, authoritative Word of God, consisting of Old and New Testament;

We believe in one God, eternally existent in three persons: Father, Son, and Holy Spirit;

We Believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His death on the cross, His atonement for sin, His bodily resurrection, His ascension to the right hand of the Father, and His personal return in power and glory;

We believe in the need of salvation for all men through the repentance of sin and faith in Jesus Christ;

We believe a person is justified through faith in the Lord Jesus Christ alone;

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life;

We believe in the resurrection of both the saved and the lost – those who are saved, unto the resurrection of life, and those who are lost, unto the resurrection of judgment.

Vision

The vision of StoneGate Christian Academy is to educate and equip servant leaders with the tools necessary to transform families, communities and the world by their distinctive Christian values.

GENERAL STUDENT LIFE

Absences

Students must attend school regularly and be on time for classes to benefit from the instruction and develop habits of punctuality, self-discipline, responsibility, and respect. **The maximum number of absences per school year is eighteen (18).** Days over the allowable eighteen requires attending a scheduled make-up day(s). The charge for the make-up day will be \$40.00. Excessive absences not made up will result in repeating the year.

For the student's safety, the school office should be informed by 9:00 a.m. of a student's absence. **A planned absence** requires an SER Form (Student Event Release) for MS/HS students on file at least 24 hours in advance signed by the parent and principal. **In the case of an un-planned absence, it is the student's responsibility to check with teachers regarding missed work.** Teachers may require assignments due or tests to be taken on the day of return, if they were set in advance (term papers, book reports, mid-terms, etc.). Both planned and unplanned absences count toward the 18 allowable absences.

Academic Placement

Students will be placed in the grade indicated by their previous scholastic records. When necessary, an achievement appraisal will be administered to determine a student's ability to have success at the grade level in question. If a student is unable to succeed at the assigned grade level, a conference will be held with concerned parties. If no solution is found, the student may be assigned to a lower grade or be retained in the same grade another school year.

Academic Probation

Students failing more than one class per quarter will be placed on academic probation. A signed agreement between the parents, student, and administration acknowledging the probation will be placed in the student's file. If the student continues to fail, they will remain on academic probation and must attend tutoring at least one time per week for up to an hour. If a student fails more than two classes for the year, they will be required to repeat the same grade the next school year or take the classes over the summer break.

Activities

Students have the opportunity to be involved in extracurricular activities. These include areas of academics, athletics, fine arts, and community service. Fees may be required to participate and eligibility requirements met. Many enduring educational institutions have traditions deemed important to student life. SGCA's Junior/Senior Banquet, Senior Mission Trip, Homecoming, Field Day, etc. are some of our traditions that develop school pride and comradery between SGCA families. Students and parents are expected to be actively involved in these events.

Athletics

Athletics provide opportunities for players, coaches, and fans to develop the character of Christ. The following guidelines are for all of us to make athletics at SGCA more enjoyable and beneficial: root for the home team rather than against opponents, refrain from negative or derogatory comments, remember visitors are guests; treat them with sincere hospitality. It is our desire each event be enjoyed regardless of the outcome.

Please remember! Our main goal at home or away is to please God in all we do and demonstrate the Fruits of the Spirit (Galatians 5:22-23).

For participating athletes, please see Athletic Handbook.

Cell Phones and Electronic Devices

The only electronic devices allowed on campus are cell phones, laptops (with special permission), or E-book readers (under supervision). Student cell phones are NOT allowed to be seen or heard during school days. If this policy is violated, the item must be surrendered to a faculty member. Refusal will result in suspension. Cell phones may be collected by the teacher at the beginning of each class and returned when class is over.

- 1st offense: At the end of the school day, student may retrieve item after paying a \$20 fine.
- AFTER the 1st OFFENSE the student must turn the item in at the office each day.

Character Guidelines

The following seven “Pillars of Wisdom” are guidelines to help students grow toward living under the Lordship of Jesus Christ:

1. Be kind and respectful to teachers and classmates. Ephesians 4:32
2. Be positive and edifying with the words that you speak. Proverbs 18:21; Ephesians 4:29
3. Be a servant to others. Philippians 2:3-4
4. Be diligent to accomplish your best for the Lord in every area of life. Colossians 3:23
5. Be humble in your achievement showing gratitude to God and others. James 4:6
6. Be submitted to all authority that God has placed over you. Hebrews 13:17
7. Seek to please and glorify God in the things that you do. II Corinthians 5:9

Chapel

Chapel provides an opportunity for the student body and faculty to worship the Lord Jesus and receive teaching from the Word of God. Services are held each week. Elementary School Chapel is on Tuesday from 8:10 – 8:45. Upper School Chapel is from 10:45-11:30 on Wednesday.

Child Care Hours and Fees

Before School Care	Elementary	7:15am-7:45am	\$15 per month (regardless the number of days)
	MS/HS	7:15am-7:45am	\$15 per month (regardless the number of days)
After School Care	Elementary	3:45pm-5:30pm	\$100 per month (regardless the number of days)
	MS/HS	3:45pm-5:30pm	\$100 per month (regardless the number of days)

All students must be under Teacher, Coach, or Administrative supervision while on campus.

Students left on campus between 5:30-6:00pm will be charged an additional \$1.00 per minute per day.

Class Change/Drop Policy

High school students may change or drop a non-core class without academic consequences up to the end of the **first semester** with faculty and administrative approval. No course changes will be allowed in the second semester. Part of our training in character development is helping students learn to work through their choices.

Complaint Procedure

“So then we pursue the things which make for peace and the building up of one another.” Romans 14:19 (NASB)

Complaints should be respectfully presented to the staff member involved. Please contact the teacher to schedule a phone conference or meeting. If the matter cannot be resolved, an administrator will be happy to meet with you.

“If possible, so far as it depends on you, be at peace with all men.”

Romans 12:18 (NASB)

Crisis Action Plan

“For God has not given us the spirit of fear, but of power and love and a sound mind.”

II Timothy 1:7 (NKJ)

Scenario 1 – Military action (war abroad)

- Maintain all school classes and activities
- Heighten awareness of campus security

Scenario 2 – Terrorist action in the United States

- Heighten awareness of campus security
- Restrict access to campus buildings
- Suspend off-campus activities
- Allow students to leave with parental permission only
- Make decisions regarding extracurricular activities

Scenario 3 – Terrorist action in the DFW area

- Heighten awareness of campus security
- Restrict access to campus buildings
- Restrict any unnecessary outside activities
- Suspend off-campus activities
- Allow students to leave with parental permission only
- Make decisions regarding extracurricular activities
- Be prepared to completely lock down campus buildings
- In the event of a school lock down, all students and staff should be prepared to assemble in the sanctuary

Scenario 4 – Terrorist action in the DFW area involving biological or chemical weapons

- Lock down campus buildings
- All students and staff assemble in the sanctuary
- Shut off all HVAC units
- Suspend off-campus activities and extracurricular activities
- Allow students to leave with parental permission only

Scenario 5 – Intruder in the building

- Alert teachers and staff of the threat
- Contact Police Department
- Lock down all classrooms
- Shelter in place
- Crisis team makes sure plan is implemented

Curriculum

Various Christian and selected secular materials are used.

Drills

Fire, disaster, and lockdown drills are held throughout the year in accordance with the best safety and security practices. Parents may not be able to access their student during emergency drills and/or emergency situations.

Discipline

“No discipline is enjoyable while it is happening-it is painful but afterward there will be a peaceful harvest of right living for those who are trained in this way.” Hebrews 12:11 (NLT)

Discipline may be needed as students progress toward living under the Lordship of Jesus Christ. It should be administered in love, with the purpose of encouraging students toward proper behavior, as well as protecting the overall well-being of the Academy.

Teachers are given the responsibility for classroom discipline and should make every effort to counsel the student as problems arise. Parents may be contacted to discuss the best course of action. Disciplinary action(s) will be recorded in RenWeb for parental access. When needed, a teacher may call on an administrator for further guidance. The administrator will follow the course of action that is appropriate. This could involve parent conference, probation, suspension, or expulsion. Regardless of the course of action, the purpose is to encourage students toward proper behavior.

Suspension: Our desire is that every disciplinary situation would be for redemptive purposes. Therefore, when a student is suspended for disciplinary actions, we will not penalize them by giving zeros. We will accept their work, but the grade for their work will not be higher than a 75. Any test missed can be made up within the proper amount of time.

Weapons or Threats: If weapons are brought to school or threats made to students or staff, the offender will be sent home and a conference required before the student may return. The student could be removed from school and face possible legal charges.

Elementary Discipline

When students do not obey, the teacher will correct them and speak with them privately, if necessary. Students may be sent to “time out” or to a separate area in the classroom if disobedience continues. Refusal to obey will result in a conference with the vice principal or principal. Parents may be asked to pick up their child and have a conference with the principal to determine what further action may be needed.

Merits and Demerits are awarded to 4th – 6th Grade students as a part of SGCA’s discipline procedures.

Merits: **15 merits** can be earned for making the Principal’s list.
 10 merits can be earned for “A” Honor Roll.
 5 merits can be earned for “A/B” Honor Roll
 Exemplifying traits of a servant leader or showing great improvement in character.

Merits are cumulative **per quarter.**

40 merits earn a free 100 on any completed homework assignment (student’s choice).
 45 merits earn a free dress down day.
 55 merits earn ice cream.

Elementary Discipline (continued)

Demerits: **5 demerits** may be given for being consistently unprepared for class; disobedience; disrespect to teachers, peers, or property; excessive talking; talking during a test; or other inappropriate conduct. More demerits may be given by the principal depending on the violation.

Demerits are cumulative **per semester** (2 nine week periods.)

15 demerits = 1 recess detention and parents are contacted

30 demerits = 2 recess detentions and parents are contacted

40 demerits = In-school suspension

At the discretion of the administration, students with an excessive number of demerits may be prevented from participating in field trips, Spirit Days, or extracurricular activities.

MS/HS Discipline

Merits: **5 merits** for exemplary student service or great character improvement

15 merits for Honor Roll

20 merits for Principal's List

Merits are cumulative per quarter.

62 merits earn a free lunch

55 merits earn a half day off school (with SER form on file 24 hours in advance when no test or project is due) **OR** a free homework pass

40 merits earn a free dress down day (chosen by the school) see page 20

Demerits: **2 demerits** issued for misplaced books and lunches (in the gym, sanctuary, lunchroom, etc.)

5 demerits for being consistently unprepared for class, disobedience, disrespectful toward staff, peers or property, roughhousing, sleeping in class, or being out of uniform

10 demerits for phone or electronic device misuse

15 demerits for inappropriate conduct or language

Demerits are cumulative. Disciplinary actions for demerits are:

15 demerits = 1 lunch detention

25 demerits = 1 lunch detention

35 demerits = In-school suspension

50 demerits = 2 day suspension

After 50 demerits, the administrative team will meet with both guardians and student to implement a probationary contract.

Egregious conduct violations may result in the student being suspended or removed from school. Some examples include cheating, bullying, disrespecting authority, fighting, lying, plagiarism, skipping class, stealing, talking favorably about or promoting illegal alcohol use, drugs, crime, violence, or sex outside of marriage.

The following violations will result in the student being removed from school: weapons, gambling, smoking (including vaping or any use of inhalants or tobacco products), sexual activity, drinking alcohol, illegal narcotics, or prescription drug abuse. Parents may request an appeal to the board after an expulsion.

Social Media Consequences - Violation of Social Media Policy begins with a warning and follows with the possibility of a behavior contract.

Drop Off and Pick Up Procedures

Our priority is safety; please be courteous and follow staff direction.

- DO NOT EXCEED THE 10 MILES AN HOUR SPEED LIMIT ON SCHOOL PROPERTY.
- When approaching from the north, drivers may use either the north or the south entrances to the school property.
 - When using the north entrance drivers must make an immediate left turn, drive in front of the building and continue south through the parking lot. At the end of the parking lot drivers dropping off/picking up MS/HS students will go through the gate and drive to the south covered walkway staying to the right. Drivers continuing to drive around the rear of the building should stay to the left. Drivers dropping off/picking up elementary students will drive to the north covered walkway staying to the right.
 - When using the south entrance drivers will continue straight through the gate and proceed as above.
- When dropping off/picking up students please wait your turn. Staff will be on duty to receive your student. You may also choose to park outside the gate and enter through the walk gate to accompany your students to or from school. Do not obstruct the flow of traffic.
- Cautiously exit from either north or south.
- Before and After School pickup/drop off will be as follows:
 - Elementary pickup/drop off will be located at the north front door of the auditorium.
 - MS/HS drop off in the morning will be at the South Entrance of the school.
 - MS/HS pick up after 3:45pm will be in the back of the school by the cafeteria gate.

Fees

- Child Care – for hours, please see Child Care section
 - Before school - \$15 per month
 - After school - \$100 per month
- Credit Card Payments assessed – 2.85% of the transaction
- Special Activity Shirt Fee Varies (One ACT, Speech Meet, Choir, etc.)
- Senior Trip
- Early Withdrawal Fee- \$500
- Out-of-Area Travel Fees
- Golf Tournament Fees
- Campus Initiative Fee (NEW FAMILIES ONLY)- \$300

Field Trips

Due to the pandemic, we are unable to take field trips for this current school year. We hope to resume field trips next year.

Financial Obligations

Payment of fees and tuition for the full year is not conditional and no portion of such fees and tuition paid or outstanding will be refunded or cancelled in the event of absence, withdrawal, or dismissal from StoneGate Christian Academy. StoneGate Christian Academy will not release any student records if financial obligations have not been met.

First Aid

Students who have a contagious condition (including vomiting and diarrhea) must be kept home and away from school. Students who become ill at school will be sent to the front office for further assessment. If they are unable to return to class or running a fever over 100, parents will be called to pick them up. **Students MUST BE fever free without medication for 72 hours before returning to school.**

The school will provide simple first aid but will not administer any drug, including Tylenol, Advil, aspirin, etc., **unless authorized by the parents through RenWeb.** Students will not be allowed to take medication apart from staff supervision, unless authorized to use an epi-pen or inhaler through RenWeb. Parents will be called in all cases of emergency.

Fundraising

Small fundraisers will occur throughout the year. We hope you will participate and encourage our efforts. However, each family is expected to raise \$350 by participating in one or both of our major fundraising events: Fall Festival/Legacy Banquet, or the Capital Improvement Campaigns. In lieu of participating in the fundraising events, you may choose to make a payment of \$350.

Grading/Honor Roll

Pre-K4, K5, and 1st Grade: various grading methods are used.

2nd – 12th Grades: refer to the following chart

Letter Grade	% Range	GPA	Honors
A+	97-100	4.0	5.0
A	93-96	4.0	5.0
A-	90-92	4.0	5.0
B+	87-89	3.7	4.7
B	83-86	3.3	4.3
B-	80-82	3.0	4.0
C+	77-79	2.7	3.7
C	73-76	2.3	3.3
C-	70-72	2.0	3.0
F	0-69	0.0	0.0

RenWeb calculates these honors based on the following:

Principal's List	97 or higher in all classes
A Honor Roll	90 or higher in all classes
A/B Honor Roll	80 or higher in all classes

Graduation Policy

Students **must** take the ACT **and** the SAT college entrance exam by February of their senior year.

The valedictorian and salutatorian will be selected from seniors who have been at the Academy for at least two high school years.

Diplomas and transcripts will be issued only to those students who have completed all requirements for graduation. Potential graduates will be issued a senior exit form to verify requirements have been/will be met to participate in graduation exercises. If the student is failing, they will not be able to participate in graduation.

Students graduating will not be permitted to participate in the commencement exercises if their financial obligations have not been cleared or they lack credits toward the graduation requirement. Arrangements must have been made to earn this credit in an approved credit restoration program before the student can participate.

Students are required to have a minimum of 20 hours of community service per year (9th-12th grade) while attending SGCA. Documentation of service must be entered into RenWeb or turned in to the Principal. Seniors are also required to turn in a writing portfolio.

Graduation Requirements

"Commit your works to the Lord, and your plans will be established." Proverbs 16:3

Believing that the senior year is of the utmost importance in the final preparation for college, SGCA does not permit early graduation. With school's graduation requirements, the social dimensions of students, and the maturation process of life in general, SGCA desires to encourage students to experience their senior year. Academic graduation requirements are as follows:

Subject	College Prep Program
Bible	4 Credits Required
English	4 Credits Required
Social Studies	4 Credits Required (World History I, World History II, U.S. History, Govt./Economics) .5 Civics/Leadership
Fine Arts	6 Credits Required (1 music each year)
Speech	1 Credit Required
P.E.	1.5 Credits Required
Math	5 Credits (Algebra I, Geometry, Algebra II, Pre-Calculus, Calculus or Business Math) .5 Financial Peace Money Management
Science	4 Credits (Conceptual Physics, Biology, Anatomy & Physiology, Chemistry, or other Advanced Science)
Computer	1 Credit
2nd Language	2 Credits Required
Electives	1 Credit

Grooming

Students must maintain a clean, neat appearance. Hair should not take away from uniform appearance such as unnatural colors or styles.

Gentlemen should have no piercings and cannot wear headbands or sweatbands. Hair must be clean and neat and not extend below the collar, no lower than the bottom of the ear, and above eyebrows. Sideburns must not extend below the earlobe.

Ladies must maintain well-groomed hair which is not covering their eyes. Ear piercings are allowed but no more than two per ear.

Homework

Homework prepares students academically and provides development in diligence and faithfulness - diligence to do their very best work and faithfulness to get the work in on time. Students who miss school assume the responsibility to check RenWeb or with their teachers for any make-up work. Failure to turn in assignments on time may elicit a penalty.

PENALTIES:

- If turned in by the end of the school day a 10% penalty will be assessed.
- 11th / 12th grade: 50% off **per class day** late penalty
- 9th / 10th grade: 25% off **per class day** late penalty
- 7th / 8th grade: 15% off **per class day** late penalty

Immunizations

Texas law requires that all children and students entering, attending, or enrolling in and/or transferring to a public or private primary or secondary school be vaccinated in accordance with the immunization schedule determined by the Texas Department of State Health Services. Exclusions from compliance with the State's immunization requirements are allowable on an individual basis for medical contraindications and reasons of conscience, including a religious belief. An up-to-date vaccination record or a current exemption affidavit is required.

Inclement Weather

In the event of inclement weather and possible school closing, consult the following media sources: FOX Channel 4, NBC Channel 5, or ABC Channel 8.

Lockers

Student lockers are the property of the Academy and must be maintained in accordance with Academy standards and guidelines. Inspections may be conducted by Academy authorities at any time.

Lost and Found

A designated location will be assigned for misplaced or forgotten items. Students and parents are encouraged to check it often. Items not claimed will periodically go to the Used Uniform Sale or to charity.

Lunch

Lunches can be brought from home or pre-ordered through RenWeb. Please refer to the monthly lunch calendar on RenWeb for menus and prices.

If lunches are brought from home, be aware that **no** refrigerator will be available for storage. Due to the pandemic, microwaves will not be available for student use. Lunches must be eaten in the lunchroom or other designated areas. Students must stay in lunchroom until dismissed to class.

Your lunch account is a pre-pay account. Your child will not be allowed to purchase a lunch unless they have cash, if you have an outstanding lunch balance. **Students may not share food.**

Medication Policy

If a child requires medication (either prescription or non-prescription), the medication must be sent to the office in the original container, and it must have the dosage information on the container. Written permission must accompany the medication.

Parental Involvement

A very important factor to the success of students at the Academy is parental involvement. While we normally expect parents to attend their children's extracurricular activities and Academy events, unfortunately the pandemic precludes this from happening. Please continue to be involved in other ways at home until involvement at school can resume. Studies have shown that children with involved parents do better academically and have less behavior problems.

Parties

Normally we have occasional class parties held throughout the year and parents are usually invited to participate. **Due to the pandemic, we will not be having any class parties this year.** Please do not send food items to the school for your child's class due to possible food allergies.

Individual birthday parties cannot be held at the Academy. If you choose to send party invitations to school, please invite the entire class or all the girls or all the boys.

Permission to Leave Campus

Students must sign out with the front office if they have parental permission to leave campus before the end of the school day.

Pictures

Individual, class, and team pictures will be taken at various times throughout the year. Specifics will be communicated at the appropriate times.

Prohibited Items

The following items are NOT allowed: weapons (real or toy), knives, fireworks, or laser pointers. Games, cards, magazines, or books (not assigned or permitted by the Academy) are discouraged.

RenWeb

RenWeb is the operations application used by the Academy. It is available for parents to monitor their child's progress at school as well as check on accounting, attendance, grades, discipline, school calendar, and lunch menu. Parents can also email teachers through this application. To use RenWeb, parents **MUST** have an email address on file with the school. The office will provide a password to use with these instructions:

1. Go to www.RenWeb.com
2. Click on LOGINS then Parents Web login
3. Enter our district code (SGA-TX)
4. User Name: Enter your email address and your Password

Report Periods

The school year has four report periods consisting of approximately nine weeks each. Grades are finalized the week following the end of the quarter and will indicate achievement in all subjects. See the [School Calendar](#) on our website for dates.

School Calendar

The School Calendar contains a yearly listing of school activities and events. These include academic report periods, days off, and other event listings that will help parents and students in their planning. It is available in the Academy office or on our website at www.sgca.net.

School Hours

K4 – 3 rd Grade	8:10am-3:10pm
4 th – 6 th Grade	8:10am-3:30pm
MS/HS 7 th -12 th Grade	8:00am-3:30pm

For Before and After School Care hours, please see the [Child Care](#) section of this handbook.

Sexual Harassment/Bullying Policy

ALL students are expected to treat one another courteously with respect for the other person's feelings. Students are expected to avoid any behaviors known to be offensive and to stop these behaviors when asked or told to stop. All students are prohibited from engaging in conduct of a sexual nature.

Repeated, unwanted, or aggressive behavior among school-aged children that involves a real or perceived power imbalance is considered bullying and will not be tolerated. Sexual Harassment and Bullying will be dealt with swiftly and appropriately. Anyone who violates this policy will be subject to discipline, up to and including expulsion.

Tardy Procedures

Students are tardy anytime they are late to school or to individual classes. **5 tardies equal 1 absence**. Students tardy at the beginning of the school day must check in at the school office before going to class. Parents can view their student's tardies in RenWeb.

Telephone Use

Students may use the office phone in cases of emergency. A staff member will ask the student to clarify the nature of the call before granting permission.

Testing

In addition to regularly scheduled classroom exams, Standardized Testing will be administered each spring for Kindergarten through 11th grade. Sophomores and Juniors will take the PSAT in the Fall. Taking **both** SAT and ACT is a graduation requirement. All students must have taken or be registered to take these tests by February of the graduation year.

Textbooks

The school will provide all required texts for student use during the school year, with the exception of required reading. During the last week of school, books are collected and evaluated for damage. Costs for lost books or excessive damage will be charged to the account of the responsible family.

Transcripts

Transcripts may be requested from the school registrar and will take a minimum of three days to process. Financial obligations with the Academy must be met before transcripts or grades are released.

Seniors may obtain **three free transcripts** during the year when applying to colleges; additional transcripts are \$10 each. Upon completion of graduation, **three free official transcripts** may be obtained; additional transcripts are \$10 each.

Uniform Requirements

The Uniform Code is in effect during school hours, and students must arrive in uniform.

- Our uniform carrier is LoneStar Team Gear.
- Uniforms must be clean, pressed, and of the right size.
- Accessories and hair should not detract from the uniform appearance.

Parents are responsible for their children abiding by the uniform code.

Elementary Uniform Requirements

Elementary Girls – K4, K5, and 1st Grade

Plaid jumper - zip-front (Modesty shorts required under jumpers)
Navy slacks or shorts – flat front or pleated twill-blend
White, red or navy monogrammed polo - short or long sleeve
Shoes – predominantly white, black, red, navy, or gray athletic
Socks – white, black, navy, or red
Belt – plain black, brown or navy (no adornments)
Navy sweater cardigan with patch (optional)
SGCA sweatshirts worn over an approved shirt

Elementary Girls – 2nd and 3rd Grade

Plaid jumper - zip-front (Modesty shorts required under jumpers)
Plaid skirt or skort (Modesty shorts required under skirts)
Navy slacks or shorts – flat front or pleated twill-blend
White, red or navy monogrammed polo - short or long sleeve
Shoes – predominantly white, black, red, navy, or gray athletic
Socks – white, black, navy, or red
Belt – plain black, brown or navy (no adornments)
Navy sweater cardigan with patch (optional)
SGCA sweatshirts worn over an approved shirt

Elementary Girls - 4th, 5th, and 6th Grade

Plaid skirt or skort (Modesty shorts required under skirts)
Navy slacks or shorts – flat front or pleated twill-blend
White, red or navy monogrammed polo - short or long sleeve
Shoes – predominantly white, black, red, navy, or gray athletic
Socks – white, black, navy, or red
Belt – plain black, brown or navy (no adornments)
Navy sweater cardigan with patch (optional)
SGCA sweatshirts worn over an approved shirt

6th Grade Girls Chapel Uniform

Plaid skirt or skort (Modesty shorts required under skirts)
White oxford button down shirt – short or long sleeve
Tie of appropriate nature
Shoes – predominantly white, black, red, navy or gray athletic
Socks – white, black, navy, or red
Navy sweater cardigan with patch– (optional)

Elementary Boys - K4 through 6th Grade

Navy pants or shorts – pleated or flat front
White, red or navy monogrammed polo -- short or long sleeve
Shoes – predominantly white, black, red or gray athletic
Socks – white, black, navy, or red
Belt – plain black, brown, or navy (no adornments)
Navy sweater cardigan with patch – acrylic v-neck (optional)
Sweater vest – red or blue monogrammed (optional)
SGCA sweatshirts worn over an approved shirt

6th Grade Boys Chapel Uniform

Navy pants
White oxford button down shirt – short or long sleeve
Tie of appropriate nature
Shoes – predominantly white, black, red or gray athletic shoes
Socks – white, black, navy, or red
Belt – plain black, brown or navy (no adornments)
Navy sweater cardigan with patch – acrylic v-neck (optional)
Sweater vest – red or blue monogrammed (optional)

PE Uniforms 3rd through 6th Grade Girls and Boys

Navy gym shorts
Navy sweat pants (optional)
Grey t-shirts with StoneGate logo printing on front
Socks
Tennis shoes with non-marking soles

All uniforms, including PE uniforms, can be purchased through Lonestar Team Gear
Lonestar Team Gear * 2223 W. Park Row Arlington, TX 76013 * 682-270-8316
https://stonegateuniforms2019-2020.itemorder.com/sale?read_message=true

MS/HS Uniform Requirements

7th – 12th Grade Boys

Red, white, or navy monogrammed polo -- short or long sleeve
White dress shirt – short or long sleeve
Navy pants
DRESS shoes - black or brown
Socks - black or brown crew or dress socks. NO white socks
Belt – plain black or brown
SGCA sweatshirts worn over an approved shirt
SGCA letterman jackets (9-12th grade ONLY) worn over an approved shirt

7th – 12th Grade Boys Chapel Uniform

White dress shirt – short or long sleeve
Navy pants
Tie of appropriate nature
Navy blazer w/ patch, cardigan, or monogrammed vest
DRESS shoes - black or brown
Socks - black or brown crew or dress socks. NO white socks.
Belt – Plain black or brown

7th – 12th Grade Girls

Red, white, or navy monogrammed polo -- short or long sleeve
White button down shirt – short or long sleeve
Plaid skirt
Navy pants
Socks – red, white, or navy knee high socks, or navy tights
Shoes – Saddle shoes
SGCA sweatshirts worn over an approved shirt
SGCA Letterman jackets (9-12th grade ONLY) worn over an approved shirt

7th – 12th Grade Girls Chapel Uniform

Plaid skirt
White button down shirt – short or long sleeve
Tie of appropriate nature
Navy blazer w/ patch, cardigan, or monogrammed vest
Socks – red, white, or navy knee high socks; or navy tights
Shoes – saddle shoes

SKIRTS OR SKORTS MUST BE 3” above knee or longer all the way around
(measure from the back of the knee).

Spandex/modesty shorts are required under skirts.

WE will be monitoring lengths for appropriateness. Parents, please help monitor the uniforms and how they fit your student.

Spirit Days – Spirit shirts are approved to wear on FRIDAY’s with navy pants and red, white or navy tennis shoes. (Spirit shirts MAY NOT be worn with SKIRTS.)

Uniform Violations – Students in violation of the uniform requirements will receive a warning and notification to parents for the first offense. The second offense will result in 5 demerits and the third offense will result in demerits and a \$5 fine.

Visitors

SGCA maintains a closed campus policy. Due to the pandemic, visitors are not allowed in the classrooms or in the cafeteria.

In the future, we hope to once again welcome parents and guardians to visit the school. When that happens, please sign in at the Academy office and get a visitor's badge. Please make prior arrangements to minimize any student distractions if you are visiting the classroom.

Volunteers

Our volunteer organization is PAWS (Parents Active within StoneGate). We encourage you to connect with this incredible group that provides assistance and support to the Academy. You may check with your child's teacher or our office staff if you would like to volunteer in specific areas. All volunteers must have a background check on file with the Academy.

Withdrawal Procedure

Parents withdrawing their children from the Academy must notify the office to settle accounts before transcripts are available. No student records will be released until all outstanding fees are paid and school property (textbooks, equipment, sports, band, and choir items, etc.) returned. **All fees and tuition are non-refundable and an early withdrawal fee of \$500 will be applied.**

STUDENT LIFE

Extracurricular Activities Dress Code

The general rule is to dress modestly in a manner that glorifies God. Students are not to wear clothing that promotes drugs, alcohol, immoral behavior, questionable movies, gangs, or anything using profanity. We encourage parents and guests to follow these guidelines as well.

Dress Down Day – Jeans with an APPROPRIATE shirt and athletic shoes may be worn.

Field Trip Dress – Marketing/field trip t-shirts are required for all field trips along with jeans and athletic shoes.

Homecoming & Junior/Senior Banquet Dress – Dresses must be approved prior to the event by an administrator. Failure to get approval will result in a disciplinary action.

Inappropriate Dress- Visible undergarments, cleavage, shorts/skirts/dresses/slits above mid thigh, or bare midriffs, strapless tops or dresses, spaghetti straps, tube tops, or halter tops.

Junior-Senior Banquet

This banquet is held in honor of the Senior Class and is funded and organized by the Junior Class. Seniors will be given three complimentary tickets, one for the student and two for their parents. Each Junior will also receive a complimentary ticket. Additional tickets may be purchased for \$50 each. This event is for ADULTS ONLY.

Senior Trip

Each Senior class has an opportunity to represent the Lord through participation in a Mission-Educational trip to destinations abroad (or in the United States should circumstances require). Participants can help fund their trip through fundraising activities.

Social Media Policy

Students should use extreme caution when posting to social media. All postings should positively represent the person and be a positive reflection of the Academy, the staff, and other students and their families. What is posted in the form of words and pictures should represent a person who is in submission to Jesus Christ as their Lord. These guidelines apply during the school year and at times when school is not in session, including summer.

It is not our goal to regulate a student's social media account or activity when not on school property or at a school-related event. All students should ensure they are familiar with the student pledge to avoid any online communications that might violate that pledge. Your online activities should not violate any school policy regarding bullying or harassment. If you post or say something online that makes another student feel uncomfortable, your activity may result in an investigation and possible discipline.