

STUDENT HANDBOOK

IRONWOOD
CHRISTIAN ACADEMY

Since 1980



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ICA Mission Statement

To provide an education founded on biblical principles for teachable families who desire their goals to be in alignment with God's Word, understanding that academic excellence and character development are jointly reinforced in order to train students to mature in the mental, social, physical, and spiritual areas of life as did our Lord during His childhood (Luke 2:52).

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

INDEX

Academic Affairs	28-31
Admissions	11
Affiliations.....	10
Code of Conduct	15-16
Discipline.....	18-24
Doctrinal Statement.....	5
Donations	14-15
Dress Regulations.....	24-27
Faculty Information	39
Family Responsibilities.....	8-9
Finances	12-13
Fundraisers.....	14
Goals and Objectives	7-8
History	5
Homosexual Policy.....	17-18
Library Usage.....	36
Mission Statement	inside front cover
Nondiscrimination.....	11
Parent Participation	9-10
Philosophy of Education	6-7
Plagiarism	23,30
Purpose	6
Re-enrollment.....	12-14
School Operations	31-37
Transfer Students	12
Welcome	3
Withdrawals	12
Value Checklist.....	38

QUICK REFERENCE TERMS

Academic probation 30-31

Absence 32-34

Behavior Report..... 20

Infractions 19-23

Detention..... 22

Disciplinary probation 24

En loco parentis 8-10

Grading scale 32

Homework..... 28-31

Late payment 13-14

Motor vehicle registration..... 35-36

Offenses 22-23

School hours 32

Suspension..... 23

Tally system..... 19-20

Tardiness 35





Dear Parents:

On behalf of the entire Ironwood staff and Ironwood Christian Academy faculty, I welcome your interest in ICA. Our desire is that we can partner with you in the education of your children by providing biblically founded education that is Christ honoring and service minded. I trust your interest in our school is for the purpose of equipping your children with quality Christian education in a structured setting where teachers love their students and desire excellence in the classroom.

I ask that you take a few moments to review this handbook and the policies and core values that are involved in the education process at Ironwood Christian Academy. In order to enjoy the benefits of a quality product, financial sacrifice and daily commitment to a process are essential to obtaining balanced, quality education.

Our core values are not found in building structures, field trip programs, electives, or even the textbooks. Our core values are found in discerning families who desire a biblically-based education for their children, in committed teachers who love their students, and in the Word of God that not only gives us eternal truths and principles to live by, but also shares with us the only way to eternal life through Jesus Christ, God's Son.

Educating for eternity,

A handwritten signature in black ink that reads "S.B. Steuerwald". The signature is fluid and cursive.

Shannon B. Steuerwald
Principal



Ironwood Christian Academy



Since 1980

Founded in 1980, Ironwood Christian Academy is a ministry of Ironwood, a Christian camping ministry that began in 1973. Originally, Walt and Betty Brock started ICA for the purpose of offering quality education to the staff children at Ironwood; but they soon realized that the Silver Valley community had no other options for Christian education. Ironwood Christian Academy has opened its doors to the community to serve those parents who desire the same style and quality Christian education found at Ironwood.

By design, Ironwood Christian Academy is small. Using the multi-grade structured classroom, the faculty are able to teach two to four grades in one classroom, similar to the early 1900s where one- and two-room school houses were the norm. Many of America's greatest leaders of the past were educated in such schools. This style offers benefits impossible to duplicate in larger schools.

The faculty members at Ironwood Christian Academy are the first to admit that ICA cannot do it all. The school is only part of a child's education. The home atmosphere, as well as the local church, are vital aspects of a child's education and are more important than the school's role in a child's life.

Ironwood Christian Academy believes:

- In the biblical account of creation.
- In the plenary, verbal inspiration of the Bible.
- In the eternal triune God.
- In the incarnation and virgin birth of the Lord Jesus Christ.
- In the sinless life and substitutionary atonement of Jesus Christ on the cross.
- In the bodily resurrection of Jesus Christ from the grave.
- In the second coming of Jesus Christ.
- In the eternal punishment of the unsaved in a literal, burning hell.
- In salvation by faith through the shed blood of Jesus Christ.
- In a separated stand from the world and unto the Word of God.
- In a separated stand from any ecumenical group or cult that teaches contrary to the Bible.

*If a parent disagrees with or opposes any of the above items,
it would probably be better to choose another school.*

PURPOSE

Our purpose is to support the Ironwood ministry by reaching youth for Christ in all four aspects of maturity (Luke 2:52), by strengthening families as we teach and reinforce biblical values, and by serving local churches in the community by providing a choice of Christian education in the classroom. Ironwood Christian Academy is committed to academic excellence, character development, and spiritual training in order to influence young people to grow in becoming useful in service and in becoming more Christ-like in their lives.

PHILOSOPHY OF EDUCATION

We believe Ironwood Christian Academy is an extension of the educational process of families who seek a Christ-centered and academically-challenging education for their children. God gave parents the responsibility to educate their children in truth (Proverbs 22:6, Ephesians 6:14, Deuteronomy 6:6-9, Psalm 78:4-5) and to protect their children from error and falsehood (Proverbs 19:27, Colossians 2:8), and we seek to provide a supportive arm to aid parents in fulfilling their responsibilities.

Christian education cannot be truly effective without the consistent integration of the Bible throughout all subjects. We believe the Bible is the final authority and is authentic and reliable concerning matters of truth, faith, and practice (2 Timothy 3:16-17). We believe the Bible is the solution for life, and we desire that all of our students learn to trust and obey God's written revelation in order to know Him and walk worthy of Him.

Ironwood Christian Academy operates *en loco parentis*, which means that we teach "in place of parents" while the students are in school. We desire a teamwork environment among teachers and parents, and we expect the parents to uphold the same biblical values and desired moral environment that we promote at Ironwood Christian Academy.

Christian education at Ironwood Christian Academy goes beyond the staff children at Ironwood and extends to our community for the purpose of reaching and influencing families through evangelism and character building (Matthew 29:19-20).

Ironwood Christian Academy can and should offer the *essentials* of education. We consider these essentials to be BASIC – the core education that is necessary for excellence in life.

BASIC Education

Balanced discipline that involves taking proper action for inappropriate behavior, as well as praising right behavior

Academic foundation that concentrates on the traditional reading, writing, and arithmetic while always maintaining good thinking skills so that a student will learn to discern and judge between right and wrong

Source of Truth—the infallible Word of God and not humanism

Instructors who love and care for their students and who will consider each student a unique individual and creation of God

Character development—an essential element that cannot be ignored or downplayed, for Christ exemplified strong character and courtesousness in His ministry

The education obtained at Ironwood Christian Academy will not guarantee success, for the family and the church have equal (if not greater) influence on the student. We are not a substitute for a good church or home; and because man has a free will, a student’s success will depend wholly on the choices he makes in life and not necessarily on the education he receives at Ironwood Christian Academy.

GOALS AND OBJECTIVES

In *Webster’s 1828 Dictionary*, Noah Webster defined *education* as “the bringing up, as of a child; instruction; formation of manners. Education comprehends all series of instructions and discipline which is intended to enlighten the understanding, correct the temper, and form the manner and habits of youth, and fit them for usefulness in their future stations. To give children a good education in manners, arts, and science is important; to give them a religious education is indispensable; and an immense responsibility rests on parents and guardians who neglect these duties.”

The goal of Ironwood Christian Academy is to assist parents by providing the student with the necessary “life tools” he will need to be able to make the right decisions in life. To accomplish this goal, the school focuses on four aspects

referred to in Luke 2:52 concerning the early years of Jesus Christ's life upon this earth: "Jesus increased in wisdom and stature, and in favor with God and man."

In this brief statement, we find the four parts of a basic education:

- a. "increased in wisdom"—the acquisition of knowledge and understanding
- b. "increased in stature"—the growth of the physical being and abilities
- c. "in favor with God"—the growth of the spiritual being
- d. "in favor with man"—the development of the social graces

By the use of our total program (including academic learning, lunch time, recess, chapel, before and after school activities, homework, etc., as well as the personal example of school staff), Ironwood Christian Academy endeavors to *educate* its students in all four of these parts of a basic education.

FAMILY RESPONSIBILITY

Students enrolled in Ironwood Christian Academy will be given a good, solid, basic education in reading, language, mathematics, science, history, and Bible. Our educational program is geared to the average and above average student and is college preparatory in nature. Bible study is recognized as being of fundamental importance and is a required subject, augmenting the work in English, history, and geography. Without the study of God's Word, a student may hardly be considered educated in the true sense. The Bible gives the best light for this life and the only hope for the life to come. Character development is an essential goal of a school. No other course offered in school affords so great an opportunity for laying the foundation for sound character.

The Bible very clearly commands the family to be sure that the children are taught the truth (Psalm 78:4-5, Deuteronomy 6:6-9, Ephesians 6:4). Parents are also instructed to make sure that their children are not taught error and falsehood (Proverbs 19:27, Colossians 2:8). Conscientious families realize that no matter how costly or time-consuming to the parents, it is always right to fulfill this God-given responsibility. It is for the children of such families who wish to go the "extra mile" in fulfilling those responsibilities that Ironwood Christian Academy exists to offer a Bible-based

education, school environment, and life training *en loco parentis* (in the place of their parents) during their time in school.

It is the desire of this administration that the school and the family work together closely to provide this type of education. Because ICA has high academic standards and offers a "safe" environment for learning to take place, some families might say to themselves that "we'll put up with that spiritual stuff at school—religious things are okay as long as they do not affect how I live." But, if one's religion does not change how he lives, it is not much of a religion. *Ironwood Christian Academy respects a family's right to choose a particular religion, but the school does not want families enrolling students if their doctrinal beliefs and lifestyle patterns differ greatly from the teachings in ICA's classroom. That "spiritual stuff" some may choose to tolerate is the core of Ironwood Christian Academy. Tolerance of spiritual things, but with a critical attitude, is destructive of the stated purpose and goals. The real victim here is the student who is being pulled back and forth by two authority sources who should be pulling the same direction. ICA is not a church and thus makes no hard and fast rules that parents must be believers in Jesus Christ in order to enroll their children in school. The school strongly desires that parents are Christians. If parents are not believers, the school requests that they be supportive of the teaching and that they realize that the older their children get, the more evident those differences are to their children, possibly triggering some problems elsewhere. Without consistency between the home, school, and church, the children and teens will become confused about right and wrong, cynical about spiritual things, and critical of authority.*

These are the practical ways we expect the parents to be part of the "educational process." parental participation is crucial to the final success of children in school. The final product is affected and greatly influenced by the process.

PARENT PARTICIPATION

Communication with the teachers is the most effective assistance you can give us. If your child comes home with an "unbelievable story," please call us immediately to get the "rest of the story." Your concerns are our concerns in the area of your children's overall education (Matthew 18:15–16).

1. Checking homework assignments for neatness and completeness, signing papers and tests when requested, and reading teacher communication.
2. Encouraging the students to do their work first without the interference of music or television and helping them with homework and assignments when necessary.
3. Insisting that students develop good work habits by doing all assignments on time with good effort. The teacher will not be able to create an attitude of excellence in academics if the parents do not do so first at home.
4. Being supportive of the teachers and school's discipline and rules. If you have a question or concern, do not voice it to the student; rather, call the teacher first to express your concerns and to get the whole story. Do not undermine authority. Any parental endorsement of disrespect for authority will be damaging to your children and to our overall goals with the students.
5. Disciplining and instructing your children in the home. To be successful, you must learn the Bible method of child rearing and be consistent in its administration. If you are not familiar with this, we can recommend books and study guides that will be helpful to you.
6. Attending meetings for teacher/parent conferences, school issue discussions, and ideas for parenting by biblical principles. Attendance is required for at least one parent. Please arrange for babysitting for all preschool-age children.

AFFILIATIONS

Ironwood Christian Academy is a member of two related organizations: the Golden State Association of Christian Schools and the American Association of Christian Schools. The AACS is an organization of several hundred Christian schools across the country with similar philosophy and direction.

Through these associations we are able to promote teacher development, remain current in legislative and education trends, participate in achievement testing, and voice our political concerns and values at the state and national levels. Our students benefit from GSACS and AACS by participating in several competitions such as fine arts, academics, and athletic competitions.

NONDISCRIMINATION

Ironwood Christian Academy admits students of any race, color, national, or ethnic origin to 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, admissions policies, and athletic or other school-administered programs.

Ironwood Christian Academy is interested in enrolling students who, with their parents, are in agreement with our goals and objectives and will give their full cooperation to the programs, policies, and rules. Open enrollment is available to students in grades K-5. In the case of secondary students (grades 6-12), students may only transfer if referred by a pastor of like-minded faith. References are required prior to any secondary transfer and acceptance.

Attendance at Ironwood Christian Academy is a privilege, not a right. This privilege may be forfeited by any student who does not exhibit full cooperation by action or attitude. The school may request at any time the withdrawal of any student who, in the opinion of the faculty, does not fit in with the spirit of the institution, whether or not he conforms to the specific rules of the school.

ADMISSIONS

Enrollment is not final until the following steps have been completed.

1. Completion of all application and medical forms.
2. Submission of all necessary records, including transcript, school records, physical examination form, immunization records, and photocopy of student's birth certificate. In the case of a secondary student, all reference forms must be submitted for review before final acceptance is considered.
3. Completion of all necessary testing.
4. Personal interview with the administration, parents or guardian, and student (if deemed necessary).
5. Payment of appropriate fees.

TRANSFER STUDENTS

All incoming students must take an entrance examination. Should the student's accomplishments as shown by the test be on the grade level to which the student has been promoted, the student will be admitted to that grade. It is the policy of the school not to accept transfer students whose accomplishments are not at acceptable standards. Students who do not test at grade level may be asked to move to a lower grade level in order to transfer to ICA. Students whose current work is not satisfactory may be asked to transfer after first being placed on academic probation for one semester. New students may enter ICA only at the beginning (first four weeks) of the fall or spring semesters. Exceptions are made only by agreement with the principal. *Late enrollees must pay tuition for the whole semester.* Late enrollees must also pay all late registration fees and other fees related to school entrance before a transfer student is allowed into class.

A student may exhibit an acceptable academic standard but fail to exhibit a respectful attitude and obedient behavior. Enrollment in ICA should not be sought as a solution to these types of problems. Secondary students, in particular, should be enrolling because they desire to be here. They need to possess a basic respectful and obedient attitude toward the goals, educational environment, and character trait training of ICA.

WITHDRAWALS

Withdrawals must go through the school office. Unless arrangements are made in advance because of job transfers, students having attended one day or more of any quarter will owe the full quarter's tuition. This payment is necessary because purchases and plans are made on the basis of a student's enrollment for the entire year.

Re-enrollment applications of current students are accepted on a first-come, first-served basis with no guaranteed re-admission. Application for enrollment is open to the public beginning May 1.

FINANCES

Tuition

All tuition payments should be made through the business office. Office hours are Monday through Friday, 8:30 a.m. to 5:00 p.m.

A separate flyer lists the amount of annual tuition. This tuition may be paid in one of three ways:

- a. A single payment for the entire school year
- b. Two payments, one at the beginning of each semester
- c. Ten equal payments, due the first of each month, August through May, and considered late after the tenth of each month.

Registration Fee

The registration fee is non-refundable and non-transferable if the application is withdrawn.

Testing Fee

A testing fee will be charged for first-time enrollment entrance testing and may be necessary mid-year if the student is struggling or is attempting to “catch up” academically.

Late Payment

The first payment for all students must be paid in advance by August 1. This amount is non-refundable and non-transferable should the student cancel for any reason. Since Ironwood has a limited enrollment, any family who does not pay the August payment on time may forfeit the registration fee and their child’s place will be made available to a new student desiring enrollment in an otherwise closed classroom.

A late payment fee of \$15.00 will be charged if tuition is received after the tenth of the month. Students attending one day or more of any quarter will owe the full quarter’s tuition. It is the school’s policy to charge \$15.00 (or school cost, whichever is more) for all checks returned to the school by your bank for any reason. The school is unable to accept postdated checks.

If payments are not applied to a tuition bill within ninety days of being due, the account is considered delinquent and is placed on a two-week probation. If the account is not settled within the two-week probation, the student(s) may be dismissed until the bill is brought up to date (Luke 16:11).

If the tuition balance has been paid in full, the family may apply for enrollment of their child or children for the following school year. *ICA will not accept re-enrollment applications from any family that has not finished paying off the previous school year’s payments.*

If an account is turned over to collection, the responsible party is liable for all fees that the school may incur. Interest will be charged on school bills more than thirty days delinquent.

Textbooks and Supplies

Students will be charged a fee (due in July) for use of textbooks and school supplies. Certain textbooks are owned by the school, and students will be held responsible to keep the books in good condition. Parents are responsible to pay any damage fees or lost textbook fees that may incur. The King James Version of the Bible is used in all Bible classes and competitions.

FUNDRAISERS / DONATIONS

Other Fees

Fees involving various lab activities, graduation, P.E. uniforms, and class projects may be required of students in order to fulfill academic and participation standards. These fees will be posted in advance and will need to be paid before a student can participate. Some activities involving extra fees like special lunches, snack shack, field trips, and competitions are optional for student participation but highly encouraged.

Fundraisers

Throughout the year students will be asked to participate in a minimum of two school-wide fundraisers and one classroom fundraiser. These fundraisers change from year to year, and each fundraiser is dependent on parental involvement and support. We welcome your time and ideas. Fundraisers are an important way to keep tuition rates affordable and still provide a quality education for all families.

Ironwood Christian Academy, a nonprofit corporation, is endeavoring to keep low tuition rates for the benefit of each parent. Any donations of gifts to help with building and program expansion will be greatly appreciated. The school receives no federal or state assistance; neither is it endowed nor supported by any other organization. All gifts and donations are tax-deductible.

Student Code of Conduct

Social and character development, as well as behavior and discipline, must be guided by the Bible, both as taught by direct biblical commands and by the application of biblical principles to everyday life. Attendance at Ironwood Christian Academy is a privilege and not a right, and any student who does not conform to the standards and regulations of the school may forfeit this privilege. Therefore, to ensure safety and to provide a consistent, Christian atmosphere, Ironwood Christian Academy has established the following Code of Conduct:

- Disobedience to, or disrespect for, any teacher or staff member will not be tolerated. Furthermore, the Bible teaches that we need to respect each other—teacher to student, student to teacher, classmate to classmate. We will not tolerate any language, gestures, or other activity which is disrespectful or derogatory concerning an individual's race, color, national origin, sex, disability, or age.
- Selfless manners and courtesy, both for adults and other students, are expected. There is to be no pushing, shoving, taunting, or ridiculing of fellow students.
- There is to be no physical contact or inappropriate flirting between boys and girls or between members of the same sex.
- Unchristian vocabulary will not be tolerated. No profanity, use of derivatives of God's name (i.e. gosh, golly, jeeze), slang (i.e. heck, darn, drat, dang), swearing, lying, back talking, dirty talk, gossip, or griping by any student will be allowed. This applies to spoken word or through other means of communication such as emailing, texting, instant messaging, or written material.
- Obvious unchristian or unhealthy behavior (i.e. possessing or using tobacco, alcohol, non-prescribed or mind-altering drugs; vaping; stealing; cheating; dishonesty; clubbing; or gambling) will be appropriately dealt with. Use by students of tobacco, alcohol, or mind-altering drugs outside of school property is prohibited.
- Maintaining a public domain space on the internet in such a way that dishonors our Lord, calls to question one's testimony, or compromises the reputation of Ironwood Christian Academy will be dealt with quickly and appropriately.
- Proper respect and care for one's personal property, the property of others, and the property of Ironwood Christian Academy should always

be observed. Students who willfully or accidentally damage property will be required to pay for the damage. Parents, by enrolling their child in ICA, accept such responsibility.

- Students may not bring to school the following items: music or video devices such as electronic games or mp3s, chewing gum, videos, inappropriate magazines or novels, or anything to pass out to the other students such as pictures or electronic messages without the approval of the principal. Such items will be subject to confiscation or inspection. Cell phones need to remain off and in the homeroom's cell phone basket during school hours. See the Acceptable Use Policy for Technology on the website for more information(www.ironwoodcamp.org/ica).
- Students are not allowed to bring skate boards, roller blades, scooters, bicycles, or other riding equipment (manual or motorized) to school for the purpose of riding them on school grounds during school hours. Exceptions to this rule are only authorized through the administration.
- No guns, knives, ammunition, or other weapons are allowed at school at any time. Secondary students may possess pocket knives if they are kept in the pocket unless given permission to use.
- Students are not allowed to visit other buildings or offices without permission from a teacher. There is to be no loitering in restrooms or any other locations on camp or school grounds.

“Conduct,” said Matthew Arnold, “is three-fourths of life,” but conduct has its source in character. Hence, right conduct in life is to be secured by the formation of right character in youth. The prime element in character, as related to conduct, is the power of self-control and self-direction (Proverbs 25:28). Hence, the guiding end of school discipline is to train pupils in habits of self-control and self-direction, i.e., to prepare them to be self-governing men and women in life—men and women who are not governed by whim, impulse, or selfish desire, but by sound biblical principles.

This Code of Conduct applies to any student who is on school property, in attendance at school, at any school-sponsored activity, or whose conduct at any other time or place has an effect on maintaining school order and discipline, protecting the safety and welfare of others, or damaging the reputation of the school.

“We know the law of human nature: acts produce habits, habits breed dispositions, dispositions form the will, and the rightly formed will is character.” —Andrew Murray

HOMOSEXUALITY POLICY

Because of our belief that the practices and lifestyle of homosexuality are contrary to Holy Scripture regarding personal living and conduct, we will not make the campus or faculty members available to any persons who engage in, espouse, or encourage others in homosexual practices. Nor do we hire or continue to employ or allow to volunteer those who are involved in homosexual practices. Such behavior is grounds for immediate termination.

The Scriptural basis for this policy is specifically embodied in Scripture passages such as the following:

Romans 1:24-28--Wherefore God also gave them up to uncleanness through the lusts of their own hearts, to dishonor their own bodies between themselves: Who changed the truth of God into a lie, and worshiped and served the creature more than the Creator, who is blessed forever. Amen. For this cause God gave them up unto vile affections: for even their women did change the natural use into that which is against nature: And likewise also the men, leaving the natural use of the woman, burned in their lust one toward another; men with men working that which is unseemly, and receiving in themselves that recompense of their error which was meet. And even as they did not like to retain God in their knowledge, God gave them over to a reprobate mind, to do those things which are not convenient;

Leviticus 18:22-28--Thou shalt not lie with mankind, as with womankind: it is abomination. Neither shalt thou lie with any beast to defile thyself therewith: neither shall any woman stand before a beast to lie down thereto: it is confusion. Defile not ye yourselves in any of these things: for in all these the nations are defiled which I cast out before you: And the land is defiled: therefore I do visit the iniquity thereof upon it, and the land itself vomiteth out her inhabitants. Ye shall therefore keep my statutes and my judgments, and shall not commit any of these abominations; neither any of your own nation, nor any stranger that sojourneth among you: (For all these abominations have the men of the land done, which were before you, and the land is defiled;) That the land spew not you out also, when ye defile it, as it spewed out the nations that were before you.

1 Corinthians 6:9-10-- Know ye not that the unrighteous shall not inherit the kingdom of God? Be not deceived: neither fornicators, nor idolaters, nor adulterers, nor effeminate, nor abusers of themselves with mankind, Nor thieves, nor covetous, nor drunkards, nor revilers, nor extortioners, shall inherit the kingdom of God

Ironwood Christian Academy expects and requires that both students and parents will support the school in its distinct mission and in its biblical beliefs. In relying on the teachings of Scripture, Ironwood Christian Academy believes that the Bible prohibits sexual immorality of any type, including but not limited to pornography, homosexuality, or any other sexual activity outside the marriage of one man and one woman. On those occasions in which a particular family or student is acting counter to or in opposition to the biblical beliefs and lifestyle that the school teaches, the school reserves the right, in its sole discretion, to refuse admission to an applicant or to discontinue enrollment of a current student. This includes, but is not limited to, living in, condoning, or supporting any form of sexual immorality; practicing or promoting a homosexual lifestyle or alternative gender identity; or otherwise having the inability to support the moral principles of the school as stated throughout this handbook

DISCIPLINE

Discipline within the classroom and on the school premises is an absolute necessity in order to insure that a good learning environment will exist in the classroom, that the students will be safe while at school, and that scriptural principles to obey those in authority and to do all things decently and in order are carried out (1 Corinthians 15:40). Therefore, we request parental assistance in the following areas:

- Your cooperation in working with the teachers and school leadership in correcting any problems that occur.
- Your support of decisions made by the teachers and school leadership in dealing with your children, realizing that the undercutting of authority (of either parents or school) is detrimental to the student.
- Your coming immediately and directly to the school to administer corporal punishment if and when that is deemed necessary and before the child is readmitted to the classroom.
- Your realization that if all else fails to correct the situation, we must

suspend and ultimately expel the student from the school in order to insure the proper discipline and learning environment in the classroom and on the campus.

Discipline of Elementary Students

A tally system or a similar system will be used in kindergarten through sixth grade to teach good character habits and self-discipline. Some infractions occur because of childish behavior that needs to be refined, because of poor habits that need to be changed, or because of sinful behavior that needs to be corrected. The tally slip, by itself, is not a form of punishment or correction; the slip is a form of communication to parents and a method of record keeping for the school. Tallies, in the form of the acrostic HOW I ACT, are given for the following infractions:

H*omework Incomplete or Unfinished:* Finished, signed homework is not in by stated date.

O*ut of Order:* Student failed to follow clearly stated, consistent rules, such as getting out of line, being prepared for class, remaining quiet, not making unnecessary noise, etc.

W*ork Unfinished:* Class assignment is not in by stated time.

I*"I" Problem:* Student was selfish, unkind, or inconsiderate of others.

A*ttitude Poor:* Student showed a poor attitude by one or more of the following: facial expression, being uncooperative, reacting improperly to authority or discipline.

C*ourtesy Lacking:* Student was lacking in appropriate manners and/or did not show proper respect to others.

T*alking:* Student did not ask permission before talking in class or the student exhibited unchristian vocabulary in his choice of speech.

Repeated violations of the tally system or the code of conduct will result in parent conferences and possible suspension. When tallies and behavior reports are sent home, parents need to appropriately and consistently, with discernment, deal with the child and the offense committed. If progress is not seen in a child's behavior or attitude, the school will then consider requiring an immediate withdrawal of that student.

Students may receive up to five tallies per quarter with no school-enforced consequence. For every tally after five, the student will face the following consequences:

- #6 – Five-minute recess detention
- #7 – Fifteen-minute recess detention
- #8 – Thirty-minute lunch detention
- #9 – One-hour detention
- #10 – Two-hour detention
- #11 – Suspension plus a required conference with parents before a student returns

At the end of each quarter, the tallies are erased from the student’s record.

Behavior reports are reserved for heart issue offenses that require more time and counseling with a student. A behavior report counts as two tallies in the detention count. When a third behavior report is issued to a student in one semester, a conference will be scheduled to discuss further steps with the parents.

Some examples of heart issue offenses would be fighting, lying, cheating, stealing, disrespect, defiant disobedience, and deliberate destruction of property. Most sins are rooted in pride and selfishness, and a student must learn to recognize these tendencies as well as know biblical solutions to conquering these sinful tendencies. Without Christ’s redemptive grace, no child or person will have the wherewithal to conquer these sinful roots; and without the knowledge of sin and its devastating results, no child or persons will see his need for Christ’s redemptive gift. Because of these two truths, ICA makes a solid stand on teaching children right from wrong with the hope that children will see their spiritual need and receive God’s gift of salvation. “For the wages of sin is death, but the gift of God is eternal life through Jesus Christ our Lord” (Romans 6:23). “For by grace are ye saved, through faith, and that not of ourselves. It is the gift of God, not of works, lest any man should boast” (Ephesians 2:8-9).

ICA endeavors to give students the biblical resources to stand up against temptations, to correct students when they fall, to teach students the necessary steps toward restitution with God and man, and to reward those students who make right choices. The tally system and behavior reports are discipline tools that ICA uses in the process of producing a godly product as outlined in our purpose statement.

Discipline of Secondary Students

A system of reporting and tracking will be used in seventh grade and above to teach character development, as well as responsibility and accountability for the choices a student makes. The infraction slip, in and of itself, is not a form of punishment or correction; the slip is a form of communication to parents and a method of record keeping for the school. It is a tool of accountability. Furthermore, the school recognizes that a slip of paper will not change a student's behavior. Parents must work with their child in helping him form godly habits, biblical principles of thought and action, and righteous behavior. The discipline system will be a two-leveled system, and school-enforced consequences may occur for multiple infractions.

Level One is to aid in character development and self-discipline in the habit patterns of life. An infraction slip is issued for the following:

- Failure to return signed paper
- Late to class
- Coming to class unprepared
 - ◊ Incomplete homework
 - ◊ Unacceptable PE dress
 - ◊ Missing textbooks or supplies
- Not following procedures/directions
 - ◊ Talking out of turn
 - ◊ Gum chewing/snacks without permission/wasting time
 - ◊ Disruptions — in and out of classroom
- Poor manners
- Poor attitude displayed
- Dress or appearance infringements

One report is given for each offense. A system without "teeth" does not work. There must be a consequence attached to repeated offenses or we are not helping a child change improper behavior. Your reaction at home needs to be such that your child will know that poor character and sinful behavior are not "worth it." But when a student accumulates more than seven reports in one semester, detention becomes necessary. While on detention, the student is placed on probation.

Detention

Realizing that our location is not convenient for drive time, we have two choices of "teeth" for parents to choose from so that our discipline/detention system is effective.

When detention is required, parents must be willing to pick up or drop off their child so that he can fulfill his detention hours under supervision and upon availability at Ironwood. One hour of detention erases one behavior report from a student's record.

Have your child work off his detention at a remote supervised location of your choice. Students would need to pay the school minimum wage for each detention hour. Once compensation is paid, the behavior report would be erased from the record. If parents pay this fee, they are encouraged to make sure their children work off the fee or in some way feel the consequences of their inappropriate behavior.

Parents will need to arrange for special transportation arrangements. These detention times are designed to help students learn the importance of good character habits and self-discipline. Students are placed on probation until his behavior report count is back to seven.

Level Two is for a discipline procedure aimed at holding students accountable for their willful conduct and attitudes.

These infractions communicate a sinful heart issue that must be addressed by the school and by parents immediately and Biblically.

When a student receives a Level Two infraction slip, he is automatically placed on probation; and may be required to meet with the school chaplain at the school's discretion. During these sessions, the student may be given projects to do that involve Bible study and application. When the counseling and projects are satisfactorily completed, the student is no longer on probation. The school encourages the parent's involvement in working with their child during these sessions.

Level Two infractions will be given for the following:

Offenses

	<u>1st</u>	<u>2nd</u>	<u>3rd</u>
1. Direct disobedience of faculty	C	S	E
2. Lying to anyone	C	C	S
3. Stealing/plagiarism/forgery**	S*	S*	E
4. Disrespect to faculty	C	S	S

5. Destruction of property/vandalism	S	S	E
6. Cheating on school work**	C*	S*	S
7. Bad language/vulgar actions**	C	S	S
8. Fighting (verbal or physical)	C	S	S
9. Offensive literature/material**	S	E	
10. Drugs/alcohol**	E		
11. Tobacco/vaping**	S	E	
12. Immorality**	S	E	
13. Bringing a weapon to school	S	E	
14. Willful disregard for school rules/ code of conduct in handbook	C	S	E

S = suspension for one to three days; E = expulsion;

C = verbally communicate with parents

* Students will also receive an automatic F grade for the first offense and an automatic zero for the second offense.

**These infractions will result in the stated consequences above whether the offense was committed on or off school grounds. Offenses nine through eleven involve not just use of but possession or selling of these products or materials.

Ironwood Christian Academy reserves the right to exceed the established discipline procedure if the offense warrants it; or if in the school's best judgment, it is best for the student or school to exceed written procedures. Any behavior that brings into question the reputation of Ironwood Christian Academy in the community may result in immediate expulsion, regardless of the number of offenses.

Suspension

Suspension is defined as staying at home with a loss of credit for the day(s) suspended. A student who has been suspended from school may not return to school until the student has sufficiently completed the administrative disciplinary requirements. A loss of credit means a student will be allowed to make up any missed homework and lecture notes, but will be penalized on any quizzes, tests, or projects taken in class during the days of his suspension. In-school suspension is reserved for those students who require suspension because of homework or classwork-related issues.

Disciplinary Probation

Any student placed on disciplinary probation because of unfulfilled detention

hours may not participate in any extra-curricular activities including field trips, society meetings, recess privileges, competition events, or after-school programs. If a student fails to fulfill the requirements necessary to be removed from probation, expulsion will follow.

DRESS REGULATIONS

Ironwood Christian Academy's dress regulations are based upon the following considerations:

The Bible speaks of the necessity of

- modesty of apparel (1 Timothy 2:9)
- men and boys being masculine and women and girls being feminine in appearance and dress (Deuteronomy 22:5)
- avoiding appearances of evil (1 Thessalonians 5:22)
- appropriateness without trying to “fit” into the world’s standard of acceptance (Romans 12:2)

As an institution, Ironwood Christian Academy’s dress code

- is not an attempt to encourage trends or fads.
- is designed to encourage modesty, neatness, and appropriateness.
- is an institutional standard and does not define personal standards.
- attempts to provide guidelines that are clear, easy to follow, and administer.
- identifies certain school activities or days that require announced special dress code guidelines. These days may include special programs, spirit days, picture day, competition outings, and fine arts events.
- places parents as the responsible party to know and inspect their child’s dress prior to the child arriving on campus. ICA reserves the right to request a student to change into acceptable clothing before entering a classroom.

General Principles

- Clothing with symbols, graphics, brands, or slogans should not celebrate or advertise worldly lifestyles, be political, be derogatory, be anti-Christian, or conflict with biblical principles. Patriotic clothing is not considered political clothing.

- Extremes in style or those patterned after pop or gang culture are not allowed. This includes hair, makeup, nail, and dress styles. Hair dye, highlights, extensions, and accents should be natural in hair colors and style. Body piercing is not permitted except for lower ear-lobe piercings for female students.
- Tattoos or any form of body art should not be acquired while a student is enrolled at ICA. Temporary tattoos should be pre-approved by the principal.
- Jewelry must be appropriate in style, safe for the occasion, and consistent in message for gender and age.
- Shoes and socks or another appropriate footwear must be always worn. Beach sandals and any footwear that is split toe with an open heel, athletic sliders, and slippers are not considered appropriate for school dress. Exceptions may be made when announced for a specific kind of spirit day.
- Clothing should be clean, properly sized (not too tight, too low, or too loose), hemmed, without holes and rips, matching in color and style, and consistent in message. Patches that cover worn-out areas in pants should come close to matching the color of the pants.
- Clothing must always cover undergarments, cleavage, abdomen, shoulder blades, and back no matter the activity or movement of a student.

Specific Guidelines

1. Students are to wear blue, black, gray, or tan jeans, corduroys, slacks or khaki -style pants. Girls may also wear non-athletic capris (school dress colors; length ends halfway down the calf) or any color skirts and dresses to the top of the knee.
2. Shorts are not permitted except for physical education classes. PE shorts should not be more than 3-4" above the knee when sitting or standing and should be blue, black, or gray in color. Bike shorts are never permissible as an outer layer.
3. Pullover hoodies and sweatshirts are not considered school dress unless they are ICA or Ironwood sweatshirts. Jackets and zip-up sweatshirts are permissible in the classroom.
4. Joggers, athletic pants, sweatpants, leggings, yoga pants, and jeggings are not permissible for school dress.
5. Hats are to be worn outside only unless necessary for medical reasons. Hoods of sweatshirts should be removed when entering buildings.

Guidelines for Boys

1. Boys in grades 3-12 are to wear collared shirts, button-up or polo style, and be tucked in while in the classroom. Shirts with graphics are not considered school dress for grades 3-12 but are permissible for K-2 boys if the graphic follows the general principles. Patterns in the shirt material such as stripes, plaid, animals, cars, paisley, etc. are permissible for school dress.
2. Boys in grades 3-12 are to wear a belt if the pants have belt loops.
3. Sleeveless shirts are not permissible for school or spirit days.
4. Boys' hair should be neatly cut and not extend past the collar, ears, or eyebrows. Side lengths should not go below the ear lobe. Boys are expected to shave as needed to avoid looking unkempt or scraggly.

Guidelines for Girls

1. Girls are to wear blouses, polos, or shirts. Shirts with graphics are not considered school dress for grades 3-12 but are permissible for K-2 girls if the graphic follows the general principles. Patterns in the shirt material such as stripes, polka-a-dot, gingham, plaid, paisley, animal print, flowers, fruits, etc. are permissible for school dress.
2. Sleeveless blouses are permissible; cut-out, athletic, backless, or racerback tank tops are not permitted. Sheer or spaghetti strap blouses or dresses are not allowed unless they are layered with a bottom layer of clothing that adheres to the "general principle" guidelines.
3. Shorts or leggings may be worn under skirts and dresses, but the skirts or dresses must still meet length guidelines.
4. Girls who expect to use the playground equipment should plan to wear shorts under skirts and dresses and make sure that shirts can be tucked in as needed to maintain modesty.

Special Day Guidelines

Spirit Dress Guidelines

Spirit dress days are designated by the principal. Spirit days can also be earned by certain groups of students and are pre-approved by the principal in arrangement with teachers.

1. Students may wear sweatshirts in the classroom if the sweatshirts follow the general principles.

2. Boys do not need to tuck in their shirts. Belts are not required if the pants fit properly at the natural waistline.
3. Students may wear any color pants if the pants follow the general principles.
4. Students may wear graphic t-shirts if the t-shirts follow the general principles.
5. No shorts, joggers, sweats, leggings, yoga, or athletic pants or capris are allowed for spirit days unless announced by the principal.

Swimwear

Girls need to wear colored shorts and a colored T-shirt or tank top over their swimsuit. Boys need to wear modest swimming trunks or cut-offs. T-shirts must be worn during any mealtimes at the lake. Footwear needs to be worn to and from the lake. All students and guests must abide by these guidelines.

Competition Dress

For girls, all clothing must be modest with no tight or see-through blouses or dresses. Necklines may not be exceedingly low or open. No pants or shorts are to be worn. Girls' skirts/dresses must be to the knee or longer (including any slits or pleats that may open in front, on the side, or in back). No tennis shoes may be worn during competition time. No extreme use of make-up or jewelry is allowed.

For boys, they are required to wear dress shirts with ties combined with dress slacks and shoes. (No tennis shoes or blue jeans are allowed during competition time.) Shirts need to be always tucked in. Hair needs to be short, off the collar and ears, tapered in the back, combed, and sideburns cannot go below the earlobe.

Homework Philosophy

Because we believe that homework is an integral part of the school program, each teacher is at liberty to give homework to aid the students in advancing in their studies. Therefore, each student is required to complete his homework assignments on time. Homework is given for several reasons:

- **For drill and practice:** Following classroom explanation, illustration, and drill on new work, homework is given so the material will be mastered.
- **For remedial activity:** As instruction progresses, various weak points in a student's grasp of a subject become evident. Assignments may be given on an individual basis to help overcome such difficulties or to master material.
- **For special projects:** Book reports, compositions, special research assignments, and projects are some of the activities that frequently are the subjects of homework attention. We do request parents' full cooperation in seeing that the assignments are completed on time. Repeated delinquent homework may result in lower grades.
- **For preparation:** Reading stories and textbook chapters, writing spelling words and vocabulary, and studying other material and assignments prepare a student for the next day of class, whether it be for discussing the material or being tested/quizzed over the material.

Although parents should not do their child's work, they should provide encouragement and supervision as well as a place conducive to good study habits. When parents do their child's work, they are teaching their child by example that it is acceptable to cheat.

Homework Guidelines

- Homework should be completed neatly, correctly, and on time.
- The students are responsible for getting and completing make-up work. See our absence policy for information concerning absences and missed homework.
- A minimum amount of homework is given on Wednesday evening so that students are more free to attend church.
- Students who learn quickly and apply themselves during the school day may have comparatively little homework; whereas, other students may find it necessary to spend extra time doing homework. If the amount of time spent

on homework becomes a burden to your family, please contact the teacher to schedule a conference.

- Teachers will accept excuses given by parents; but if the excuses do not seem to be appropriate or are given in excess, teachers have the discretion to deny the excuse and apply appropriate consequences. Parents should consider homework an important part of each child's day.
- Repeated failure to complete homework may result in academic probation and may lead to possible expulsion. If parents request that students be kept after school to complete homework, a tutorial charge of \$15 may be applied to the student's school bill.

Report Cards and Progress Reports

Each student's academic progress is available to parents by request. Printed grade report cards will be sent home at the end of the school year. All grade-related memos and reports need to be signed and returned to the teacher and/or academy office.

Evaluations

In addition to the standard evaluations of academic progress, work habits, and citizenship, we will also be conducting periodic evaluations of the students in the area of character development and the Christian virtues. We realize these evaluations may lend themselves to being subjective rather than objective, but remembering the management axiom that "what gets measured gets done," we thought it wise to begin the process of evaluation in these critical areas of life that greatly affect the quality of life even more than purely academic instruction. Parents should use these guidelines not as hard and fast judgments of worth or value; they simply communicate observations (both positive and negative) by the teacher.

School Visits

Parents are encouraged to consult with the school office regarding any problems or questions that concern their child. The desire of the administration and faculty is to serve both parents and students. Each teacher welcomes a visit from any parent. We do urge, however, that such visits be made by definite appointment with the teacher.

Any students from other schools wishing to visit ICA may do so ONLY with permission from the teachers and administrators and ONLY on specific days when

teachers would consider the visit non-disruptive. All visitors must adhere to the dress requirements and code of conduct stated in this handbook.

Parents and guests should come to the academy office to check in before proceeding to a classroom. This guideline helps us maintain security measures in order to protect our students from unknown or unexpected guests.

Parent Meetings

Ironwood Christian Academy will periodically schedule parent meetings for parent/teacher conferences, school issue discussions, and ideas for parenting by biblical principle. Proper communication and unified action between the school and the home is an absolute essential for the proper education of the student; therefore, ICA strongly encourages parents to attend any scheduled meetings.

Plagiarism

When a student uses someone else's work and calls it his own, he is guilty of plagiarism. Plagiarism is cheating and can be done when writing a paper, researching for a project, or saying a speech. Plagiarism is stealing someone else's work. Elementary teachers work hard at teaching students what is plagiarism and how to avoid it. Consequences are applied when a student commits plagiarism. Secondary students are given more severe consequences for plagiarism. See the secondary discipline section for these consequences.

Academic Probation

Ironwood Christian Academy stands firm in its commitment to provide quality education for those students who attend. We also recognize that for quality learning to occur in the students' lives, students will have to apply themselves whole-heartedly to the task. Every subject is important at ICA, but Bible class holds a special place, not only as an academic subject, but also as a solution manual for life. It is the most important subject to understand and to comprehend. Failure to learn and apply principles from the Bible is a sure blueprint for failure in any student's life. Secondary credits count toward graduation requirements; however, students must maintain a C average in each Bible class that is offered as credits toward graduation.

When a Bible grade drops below a C average, the student will be placed automatically on academic probation. When a student is on academic probation, that student may not be allowed to participate in extra-curricular activities (i.e. field trips, fund raising trips, competitions, society meetings, recess privileges, etc.). Further, if a student is placed on academic probation, the teacher may give

extra work to that student in order to help that student improve his grade (i.e. extra credit, study habit projects, required parent signatures on homework), and the student will be required to hire a tutor until his grades improve. A student remains on probation until his overall grade shows improved study habits. ICA reserves the right to ask parents to arrange for students on academic probation to stay after school for study classes.

For all other subjects, a student is placed on academic probation if he receives a D± average or below in any one subject.

Failed Class/Loss of Credit Policy

When a high school student fails a class (scores a 59% or lower for all subjects except Bible, which is a 71% or lower) at the semester grade, he will need to re-take this class to receive the needed state-required credits to graduate. To re-take a class, students will need to pay the extra re-take fees associated with this remediation. In most cases, students will be given self-pacing workbooks to do along with assessments over those workbooks as a way of re-taking a class. ICA does not provide a formal summer school session but can oversee assessments by appointment only so students can complete remedial classes in the summer. Students may not graduate from ICA without having completed all the required credits established by the state of California and as directed by Ironwood Christian Academy. A rising senior may not be given senior status until remedial credits are completed.

Grading Scale

98-100 A; 95-97 A-; 93-94 B+; 87-92 B; 85-86 B-; 83-84 C+; 73-82 C; 70-72 C-; 68-69 D+; 62-67 D; 60-61 D-; 0-59 F.

A grade point average is figured for all high school credit courses.

SCHOOL OPERATIONS

Academic Awards

Various academic awards are given at the end of each school year. These awards are usually computed based on semester grades. The traditional awards we issue are honor roll, principal's list, merit, and the mustang award.

School Days and Hours

On-site school days are Monday through Friday from 8:45 a.m. to 2:15 p.m. Parents may drop off children as early as 8:30 a.m. but not before and pick up children as late as 2:30 p.m. but not after unless special arrangements have been made.

Repeated tardiness in dropping off or picking up for school children will have consequences and may incur a supervision/make-up fee that is charged to a student's school bill.

Playground

Playground supervisors will be on duty each day beginning at 8:30 a.m. and each afternoon until 2:30 p.m. The school is not responsible for students before 8:30 a.m. or after 2:30 p.m.

Students will have one recess break and one lunch break each day. Teachers will supervise those breaks, and students are expected to obey the playground rules in order to maintain safety and to cultivate an "others-first" attitude.

Transportation

Parents must provide all transportation to and from school for their children. If you have any special arrangements or conditions for transportation, please let your child's teacher know so we can work with you.

Restriction on Child Pickup

If parents are separated or divorced and one parent is not allowed to see or pick up the child, the school must have on file at the office a certified copy of the court order of final judgment. If someone other than a parent, family member, or guardian is picking up a student, the school must have on file a note of permission signed by the parent.

Attendance

Regular attendance is absolutely essential to a student's academic success. Absences are a hardship for everyone involved, but some absences are expected and/or unavoidable throughout the course of a school year. There are three basic degrees of absence: excused, unexcused, or projected unexcused.

Absence

In case of absence, the parents should write a note or email the teacher explaining the reason for the absence or fill out an absence form supplied by

the school. The communication needs to include the reason for absence, the date of absence, and a signature by the parent. This communication must be sent the day a student returns from an absence. No refunds on tuition are made because of absences.

When medical or dental appointments will cause a student to miss part of a day of school, the student should bring a note from his parent, explaining the situation, preferably in advance of the absence. If a child cannot participate in a certain activity or class because of a medical condition, a written note from the doctor must be on file at the school office for the excuse to be valid.

Excused Absences

CA state law does not allow private or public schools to determine which absences are excused or unexcused. The following conditions warrant an excused absence.

- An illness of a student
- Bereavement
- Dental, medical, or optical appointments
- Court appearances

When a student is absent based on an excused reason, a teacher has the freedom to assess the situation to determine when missed work and tests are to be completed; but the general policy is that a student who is absent one day has one day after returning to complete work. A student who misses two days has two days after returning to complete work. Parents need to communicate to teachers if there are any special circumstances that need to be addressed or considered when determining make-up work deadlines.

Unexcused Absences

When students are absent and there was no communication before the absence and no communication after the absence that justifies the absence as excused, the absence is considered unexcused. Failure to complete missed tests, quizzes, or projects within a week of the absence results in an incomplete. Parents and students are responsible to get make-up work from teachers for unexcused absences.

Projected Unexcused Absences

Parents may take students out of school on the basis of a pre-approved arrangement with the academy. Reasons for such events may include family reunions, vacations, family emergencies, foreseen road closures, church outings, etc. but should be limited in number since accumulated absences will affect student performance. The following procedures should be followed in

procuring a projected unexcused absence:

- Request, in writing, for a student to be absent from classes. (When possible, requests should be submitted 48 hours before an absence.)
- Notify the appropriate teachers of the dates of a student's absence and get all anticipated assignments for the time he is to be absent from classes.
- Complete all assignments and tests by the date indicated by the teacher. (In most cases, the teacher will follow the excused absence policy for getting missed work completed.)
- There are certain black out dates where projected unexcused absences would be denied.

Accumulated Absence Policy

Any student missing more than twenty days of school during the course of the year may not receive credit for the classes missed. Accumulated absences refer to unexcused and projected unexcused absences. If a student is ill or unable to attend school for medical reasons for more than ten days, a doctor's note needs to accompany the returning student.

No matter the nature of the absence, every student upon returning to school after an absence needs to hand in a form filled out by parents that outlines the cause of the absence. These forms are kept by the school in case of a state audit. This form can be picked up at the school office or downloaded from the school's website. Students are responsible to get make-up work from teachers and complete it according to the policy. If students fail to make-up work in reasonable amount of time (3x the number of absent days), the work is marked as incomplete in the grade book. Chronically truant students (those students who miss school more than five times with no communication) may be cause to alert local authorities.

Illness

For the welfare of each child and others in the school, all children who are ill must be kept at home. If the child requires medication (i.e. prescription drug, Tylenol, cough medicine, etc.) during school hours, the parents will need to complete an "authorization to administer" form (available from the school office). Parents should only send enough prescription medicine for school hours. Parents need to notify the office in case of hepatitis, meningitis, lice, or pink eye. A student should not come to school if he has experienced a fever in the last 12-24 hours.

Tardiness

Learning to be on time is a part of character development. It is very important for the smooth operation of school classes that all students be on time. A note from the parent should be brought to the office or teacher explaining the reason for tardiness. The teacher will determine if the tardy is excused or unexcused. Excused tardies are usually due to illness, medical or dental appointments, unexpected car trouble, or death in the immediate family. Unexcused tardies of secondary students will be recorded on permanent records and demerits will also be given.

Consistent "car pool tardiness" is detrimental to getting the school day started in a timely fashion. If one student or family causes continual lateness for the entire car pool, the parents involved need to talk over the situation and also communicate to the teacher. It is not the teacher's responsibility to remedy the situation.

Medical and Dental Appointments

The school office needs to be informed if a student has contracted meningitis, rubella, measles, lice, pink eye, or other communicable diseases. Students will not be allowed to attend classes while they are contagious.

Telephone

Parents should not call or text students during school hours. Students are permitted to use the school phone in cases of emergency. All student cell phones should be kept turned off and kept in lockers during school hours.

Lost and Found

Lost and found articles are placed in a Lost-and-Found box. Unclaimed lost and found articles will be sold or disposed of from time to time. Ironwood Christian Academy is not responsible for personal property left on the premises.

Lunch

Students should bring a sack lunch to school. The Snack Shack is made available for students during recess and lunch breaks.

Motor Vehicle Regulations

In order to drive an off-road vehicle (such as motorcycles and ATVs) to school, the following conditions must be met.

1. The school must have a letter on file from the parents/legal guardians stating the following: the child has permission to drive the vehicle and the

parents are liable for damages caused by the student.

Optional: The school must have on file a copy of the insurance card as proof of insurance. If your homeowner's or renter's insurance covers the vehicle, the school needs a copy of that insurance number specifying that the vehicle is covered by the disclosed insurance company.

2. When the student arrives on school property, he can only drive to and from the parking lot unless given permission from the school office to drive elsewhere.
3. Students must maintain speeds of 15 mph or less while on school property, and all vehicles must be operated in a safe manner.
4. Students may not transport any other students without permission from both parties of parents. Permissions must be in written form on file at the school BEFORE students transport other students.
5. The school reserves the right to ban any student from driving if the administration considers the safety of other students to be in jeopardy.

Computer Use and Philosophy

The intent of Ironwood Christian Academy is to continue to provide academic excellence. As the world becomes technologically enhanced, ICA must, in a reasonable manner, strive to maintain quality education so that students can function in society. Computer technology and communications are becoming a reasonable and necessary avenue for student learning at ICA. Secondary students will need access to the Internet for homework and projects, and if a student does not have access at home, the school's computer lab may be used with permission after school hours.

All materials and programs purchased for classroom and library computers will be for the sole purpose of education. Non-educational games are not permitted, and students are not allowed to bring games and/or programs from home to be installed on school computers at any time. Educational games must be age-appropriate, and reasonable supervision is required. Computer lab fees are additional fees not included in tuition rates.

Students may use personal electronic devices for school purposes only. They may not use these devices to play games, access non-educational apps unless teacher directed, listen to music, text, or access the web for social networking. Failure to follow these procedures may cause a student to lose these privileges. ICA reserves the right to confiscate all electronic devices including phones if a student fails to follow the prescribed guidelines. Please see our Acceptable Use Policy for Technology on our website

www.ironwoodcamp.org/ica for additional information.

Library Usage

God has richly blessed Ironwood Christian Academy with a fully functional library. We desire to be good stewards of this important educational tool. Our library is spread out across our various classrooms.

- Our books are available to all parents of school families, students at Ironwood Christian Academy, and staff members at Ironwood. The use of the library is a privilege, not a right.
- Grades 3 and up can self check out a book without adult presence.
- Grades K-2 can check out books with the help of a teacher or parent.
- Please fill out the requested information in the checkout notebook at the various locations.
- Books can be checked out for two weeks. You can extend a check out if you would like to keep the book longer. Please note the extension on the checkout form.
- A damaged book fee will be extended to the responsible family if a book is returned damaged. Normal wear and tear on books is expected. *Damage* would be defined as ripped pages; missing pages; damaged cover from water, sun, misuse, etc.; and writing marks. The damaged book fee will be used to replace the book in the library.
- Our library is without apology a Christian library. Although we carry Christian and non-Christian material, we will be very careful and want our library users to be active reviewers too of the books in our library.

VALUE CHECKLIST

In order for us to be supportive of you as parents, we must have parents that hold to the following absolute values.

Value	Application Ideas
Love of God and respect for Him and His name is essential in the life of a Christian.	Do you practice or allow the practice of swearing and using God's name in vain in the home?
Honesty is always right; it is never right to lie, cheat, or steal.	Do you say that spiritual things at the school are good, but live the opposite?
Morality is an absolute must for strong families. The Word of God endorses and promotes sexual relationships only in the marriage context. We will actively teach our students they should be chaste and pure until marriage and faithful to their husbands and wives after marriage.	Are your parental example and entertainment choices in the home teaching morality? Do you say one thing and live another?
All children are required to obey and honor their parents, and this extends to school teachers as they serve <i>en loco parentis</i> .	Are you supporting the teachers and administration in areas regarding obedience? Are your discussions with teachers in private without public disagreements?
Parents have the ultimate biblical responsibility for the upbringing of their children. This is best accomplished not only through teaching and training but also through example and active participation in a church community.	Are you continuing to learn how to fulfill this responsibility through good books, seminars, etc.? Are you attending church faithfully?
There is no eternal salvation apart from believing—through faith—in Jesus Christ, His loving sacrifice for us on the cross of Calvary, and His resurrection from the grave.	Have you personally accepted Jesus Christ as your Savior and Lord? Are you praying for the salvation of your children?

THE ICA ADMINISTRATION

BIOGRAPHICAL INFORMATION

Founder

Walt Brock, B.S. History Education; Doctor of Divinity

Dr. Brock, the co-founder of Ironwood and Ironwood Christian Academy, has been actively involved in youth ministries and Christian education for over forty years. He and his wife Betty have four grown children who are actively involved in Christian service.

Principal

Shannon Steuerwald, B.S. English Education

Mrs. Steuerwald, a graduate of ICA, has been on Ironwood staff since 1996. She has over twenty-five years of teaching and tutorial experience on the college and secondary level. She and her husband Steve, who works on Ironwood's program team, have three adult children. They are active members of Faith Baptist Church of Cherokee Road in Newberry Springs, California.

School Chaplain

David Brock, M. Div.

Pastor David, who grew up at Ironwood, earned a bachelor's degree in Bible from Bob Jones University. He then went on to earn a master of divinity from Calvary Baptist Theological Seminary in Lansdale, Pennsylvania. Following seminary, he joined the staff at Tri-City Baptist Church in Tempe, Arizona, where he worked with the college-career group and later served as president of International Baptist College. He and his wife Yvonne joined the Ironwood staff in August 2014. They have two children.

All of our teachers have bachelor degrees or greater with more than seventy years of combined teaching experience.

ICA CAN...

Provide a "Basic" Education

Balanced Discipline means not only taking the proper action for inappropriate behavior but also praising for what is done right.

Academic Foundation has four sides to it.

- 1) Reading encompasses learning to read and comprehend well, as well as learning to enjoy reading.
- 2) Writing, plus all other forms of communication skills, is absolutely necessary.
- 3) Arithmetic is a must in our numbers-driven society.
- 4) Reasoning—learning to think, discern, judge, and decide for yourself on the basis of complete information—is another essential skill.

Source of Truth is God's infallible Word, the Bible, and is not humanistic thought or secular philosophy. We oftentimes find ourselves at odds with modern day social and political agendas.

Instructors care for and love their students and will consider them each a unique individual and creation of God.

Character Development, including courtesy, good manners, and dependability is an essential in any true educational endeavor. If this is not accomplished, good academics are useless.

ICA CANNOT...

For a school cannot do everything.

Be a substitute for a good home where abide love, values, discipline, and a challenge to grow and learn. If the parents don't do it, the school can't do it.

Be a substitute for a good church where there is consistent teaching of biblical doctrine, loving fellowship, and a mutual support and encouragement of one another. Regular attendance and membership in a Bible-believing, doctrinally-consistent church is essential for both parents and students.

Take the place of a good church youth group where young people find good friends, develop socialization skills, and make practical application of the teaching of the church.

Offset a materialistic, immoral, and/or humanistic philosophy that totally pervades a child's out-of-school time, environment, and entertainment. Families must monitor and limit this influence.

Guarantee success unless the child chooses to learn, obey, and follow what is taught. Mankind has a free will, and ultimately every person will decide for himself. We give the students choices in the best possible context, but they must choose the right road.

