

New Life Baptist Academy



***6900 Los Volcanes Road NW
Albuquerque, New Mexico 87121***

(505) 352-2628

This Student/Parent Policy Manual has been updated as of

March 2015

Please destroy any previous copies.

School Year 2015-2016

New Life Baptist Academy

Member of the Albuquerque Christian School League

New Life Baptist Academy
School Phone Number
(505) 352-2628

Business Office & School Hours

Receptionist	7:50 a.m. – 4:00 p.m.
Administrative Office	9:00 a.m. – 4:00 p.m.
Before School Care	7:00 a.m. – 7:45 a.m.
Early arrival and K3	7:00 a.m. - 6:00 p.m.
After School Care	3:30 p.m. – 6:00 p.m.
Pre-K and Kindergarten	7:50 a.m. – 3:15 p.m.
1st Grade – 6th Grade	7:50 a.m. – 3:30 p.m.
Mid High School (7th and 8th)	7:50 a.m. – 3:30 p.m.
Senior High School (9th – 12th)	7:50 a.m. – 3:30 p.m.

Supervision of Before School Care begins at 7:00 a.m. Before care students are to report to the designated classroom and sign in. Supervision for after school care begins at 3:30 p.m.

New Life Baptist Church and New Life Baptist Academy are not responsible for students that are dropped off and left on church/school property before the school opens at 7:30 a.m. All students are to be off campus by 4:00 p.m. unless they are with a teacher or a principal.

There will be times throughout the school year when students will be released early for conferences, teacher workshops, or poor/inclement weather conditions. You will receive notification well in advance so that you can plan accordingly.

INCLEMENT WEATHER POLICY

New Life Baptist Academy will notify parents of school closure and starting delays through the local media (KRQE-13; KOAT-7; KKOB-4) during inclement weather conditions. A two-hour delay means the school will begin two hours after the normally scheduled A.M. start time. **NEW LIFE BAPTIST ACADEMY DOES NOT FOLLOW ALBUQUERQUE PUBLIC SCHOOLS SNOW DAYS!**

Dear Parents and Students:

We are pleased that you have chosen New Life Baptist Academy as the school for your child/children. We consider it a great honor and a privilege to share the responsibility of training your children. With privileges come responsibilities; therefore, we must have rules to guide our relationship.

The Bible is our guidebook; it serves as our set of rules and it shows us how to live a Christian life. Our prayer for your family is that God's Word will have a strong impact on your life.

We share a great burden for our school family; first, for the salvation of all our parents and students; and second, for the spiritual growth in each of our lives. On the following page, you will find several passages of Scripture that will be a help to those who have never received Christ as their Personal Savior.

Please call us if we can be of assistance to you. May the Lord bless you as you seek to raise your family with Biblical principles.

New Life Baptist Academy Administration

Superintendent	Mrs. Lillie M. Allen
Elementary, Middle, and High School Principal	Mrs. Lillie M. Allen
Middle and High School Assistant Principal	Mrs. Victoria Vigil
Church & School Administrator	Mrs. Rita Rogers
School Receptionist	Miss Macy Tharpe

WHAT MUST I DO TO BE SAVED?

ADMIT THAT YOU ARE A SINNER

The Bible says, “For all have sinned and come short of the glory of God.” (Romans 3:23)

KNOW THAT GOD HAS ALREADY PROVIDED FOR YOUR SALVATION

“For God so loved the world that He gave His only begotten Son that whosoever believeth in

Him should not perish but have everlasting life.” (John 3:16)

KNOW THAT YOU CANNOT SAVE YOURSELF

“Not by works of righteousness which we have done, but according to His mercy He saved

us.” (Titus 3:5)

REPENT OF YOUR SINS

“Except ye repent, ye shall all likewise perish.” (Luke 13:3)

ASK JESUS CHRIST TO SAVE YOU

“For whosoever shall call upon the name of the Lord shall be saved.” (Romans 10:13)

CONFESS JESUS BEFORE MEN

“If thou shalt confess with thy mouth the Lord Jesus, and shalt believe in thine heart that God

hath raised him from the dead, thou shalt be saved. For with the heart, man believeth unto

righteousness; and with the mouth confession is made unto salvation.” (Romans 10:9-10)

If you’re not saved and you would like to be, please bow your head right now and pray this prayer: Oh God, I am a sinner. I need a new life. I believe that Jesus Christ died for me on the cross. He shed His blood for me. By faith, I receive You as my personal Lord and Savior. Oh yes Lord, I praise You –Master. Forgive me of all of my sins, and give me eternal life, security, and assurance. Make me Your child. In the name of Jesus Christ, I pray...Amen!

If you prayed that prayer for the first time, please contact Dr. Larry E. Allen so he can place some material in your hand that will help you grow and become all that our God wants you to be.

PURPOSE OF HANDBOOK

It is the purpose of this handbook to explain to you, the parents and students of New Life Baptist Academy, our basic philosophy of education and discipline. Policies that will direct our relationship together throughout the school year will also be discussed. If problems or situations arise, which are not discussed in this handbook, the administration and faculty will determine the course of action necessary to correct the problem.

We trust that this handbook will provide the information needed to lead to a successful school year.

MISSION STATEMENT

New Life Baptist Academy, a ministry of New Life Baptist Church, exists to challenge students in grades Pre-K3 through 12 to become well-balanced, Christ-like persons by being educated in the mental, physical, social, and spiritual realms.

HISTORY OF THE SCHOOL

New Life Baptist Academy has been used by God to train hundreds of boys and girls in the city of Albuquerque and its surrounding area for over seven years. New Life Baptist Academy is a ministry of New Life Baptist Church and started under the direction of Dr. Larry E. Allen and Mrs. Lillie M. Allen in the year 2000. The burden of Dr. Larry E. Allen, the pastor of the church, was to provide a quality Christian education for children of all ages.

The first year we were open there were a total of twelve students in pre-kindergarten through second grade. During the first several years, classes were held in the facilities of New Life Baptist Church.

After a few years, a new building was constructed. The two-story stucco building had two administrative offices, a conference room, ten classrooms, a computer lab, and a reception area.

In 2008, construction began on our new gymnasium, cafeteria, teacher's lounge, library, computer and science laboratory, and high school classroom building. The construction is expected to be completed at the beginning of the 2008-2009 school year.

New Life Baptist Academy is primarily college preparatory, and graduates will be required to meet all graduation requirements for the State of New Mexico.

PURPOSE OF THE SCHOOL

The ultimate goal and purpose of New Life Baptist Academy is to lead boys and girls to a personal relationship with Jesus Christ and then train them in the knowledge of God, the Christian way of life, and to offer them an excellent education. Our desire is to work with the parents in raising their child up in the nurture and admonition of the Lord and thus equipping them to identify, evaluate, and relate properly to life's problems.

OUR PHILOSOPHY OF EDUCATION

Wisdom and knowledge come from God; therefore, man's education is complete only when God and His Word are at the center of all learning. The fear of the Lord is the beginning of knowledge (Proverbs 1:7.) As Christian educators, we are concerned with the total person: his intellectual, spiritual, physical, emotional, and social being. We believe the needs of the total person can only be met as approached from a Christian or Biblical philosophy.

ADMISSIONS POLICY

New Life Baptist Academy admits students of any race, color, nationality, and ethnic origin, provided they meet the entrance requirements. Admission to our school is a privilege, not a right. School Administration reserves the right to refuse admittance, and may as necessary, suspend or expel any student who violates the rules and guidelines of the school.

1. All new students must present a certified birth certificate, social security card, appropriate school records, current unofficial transcripts, and up-to-date immunization records before being accepted.
2. All students are required to provide a medical release to participate in physical education of any type or any other sports activity.
3. All new students must submit a completed Entrance Application along with a fee of \$35.00. There is also a \$150.00 Registration fee and a \$35.00 Testing fee that is charged. Once the fees are paid, a test time and date will be scheduled. Fees are not refundable unless a student is not accepted for enrollment or for lack of space. If for some reason the student is not accepted for enrollment, the only fee that will be returned is the \$150.00 Registration fee.
4. Should parent(s) or guardian(s) decide to withdraw their student(s) from school before the end of the school year, all appropriate withdrawal forms must be completed. No funds will be returned.
5. New Students: Parent(s) or guardian(s) **must** attend the scheduled Open House. Returning Students: There is a **mandatory** Open House for all returning students and parents. Time and date will be announced and information will be sent out.

6. All information must be given on any student who has been expelled or suspended from another school within the previous 12 months, to determine if they will be admitted to New Life Baptist Academy.

Note: Students will not be released from school to any unauthorized person or individual except when the parent(s) or guardian(s) enrolling the child gives written permission to the school for other individuals to pick up the child. Divorced/separated parents having joint custody will both have access to the child, unless other court documents are given to the administration proving otherwise.

Note: Reference Immunization Records

All students must provide up-to-date Immunization Records every year.

FINANCIAL POLICIES

1. Tuition is payable under one of the following three options:

- A. Full Payment

Full payment of tuition to the school **by June 1** will entitle the family to a 5% discount for the first child registered. There will be **no** discount if payment in full is not made by June 1.

- B. Two- payment option

This two-payment option (one payment for each semester) requires that the first 50% be paid by **August 1st**, and the remaining 50% paid by **January 1st**. There will be no discount for this payment option.

- C. Monthly payment option

The monthly option (twelve-payments) is June 1st through May 1st. All payments are due the **first** of each month. If payments are made after the **10th** of the month, there will be a late charge of \$25.00. **All tuition left unpaid after 30 days will result in the suspension of your child(ren) until your account is paid.** Any tuition left unpaid after 30 days will result in expulsion from the Academy and your account will be sent to collections. Please be sure that the school office has a record of your current address and phone numbers. We are working with you to offer the lowest tuition rates possible. Please work with us by getting your tuition paid on time.

- D. No refunds or pro-rated tuition will be given

- E. No student records or report cards will be released if there is an outstanding balance. By enrolling your student you are agreeing to pay for the **full year tuition**. If for any reason your child is withdrawn or expelled from the school New Life Baptist Academy will continue to bill you until the balance is paid off. There are exigent circumstances where this will not be required. Some examples of exigent

circumstances include moving out of state (proof required), military or job transfers. In other words, we're making a strong commitment together for your child's spiritual and educational well being

Note: The Principal and Administrator have the authority to deviate from the rules given in section C above.

FEE SCHEDULE

1. Fees can be paid in the following manner:
 - A. Payments can be made in Cash, Check, Money Order, Cashier's Check, or Credit Card. If the Credit Card option is chosen, **an additional fee of \$5.00 will be applied to each credit card transaction.**
 - B. Prior to August 1st, all fees must be paid. If the twelve-payment option is chosen, fees can be included in the balance; however, prior arrangements must be made.
 - C. **Payment is due on the 1st** of each month; if the payment is not received by the 5th of the month, a 10% late fee will be added to the next statement.
 - D. There will be a \$35.00 fee charged on all returned (non-sufficient funds) checks made payable to New Life Baptist Academy.
 - E. Once the student is enrolled and attends a class, there is no refund of tuition. Book fees or purchases and other fees are not refundable. The full amount of these fees is due regardless of the number of days the student is enrolled.
 - F. Parents will be charged for any damages caused by their child to the New Life Baptist Academy or Church property, accidental or deliberate.
 - G. Report cards, diplomas, and other school records will not be issued until all charges/fees are paid.
 - H. Student records will be withheld in the event of expulsion or withdrawal if there is an outstanding balance.
 - I. Refunds will not be given if a student is expelled.
 - J. Library Fees – 5 cents a day late fee. If book is lost or damaged there will be a replacement fee. Fees are assessed for Pre-K3 through 12th grades only.
 - K. Student ID Fees - \$7.50 New or Replacement ID. Replacement ID's will be issued to any student reporting to school without ID.
 - L. Student Parking Permit Fee - \$5.00 New or Replacement

REGISTRATION FEES

1. Registration and book fees hold a seat for the student for the upcoming year.
2. Registration fees are non-refundable except when a student is not accepted for enrollment.
3. No student is considered completely registered until the balance from the previous year and all registration fees are paid. In addition to these fees, immunization records, social security numbers, certified copies of birth certificates, and all other required papers need to be properly submitted and signed.
4. No records or transcripts will be sent to another school or a diploma issued until accounts are paid in full.

SCHOOL HOURS

7:50 A.M. TO 3:30 P.M

(CLASSES START PROMPTLY AT 8:00 AM)

Pre-K and Kindergarten students are released at 3:15 p.m. to avoid the congestion of the older students. Any student not picked up 10 minutes after his/her release time, will be taken to the after-school day care program and parent(s) or guardian(s) will be charged \$1.00 for every minute per child that is not picked up on time(unless prior arrangements have been made with the after care person in charge).

LUNCH

Parent(s) or guardian(s) will provide lunches for their children. Each teacher will discuss lunch procedures at the Parent and Family Orientation (Open House).

AFTER SCHOOL

After school care will be available for students in grades Pre-K3 – 5th grade whose parent(s) or guardian(s) cannot pick up their student(s) at the normally scheduled time. For cost and child care registration information please contact the Academy Administrator or the Administrative Assistant. ****See Student Sign-up sheet at the end of this manual.**

After School Care – \$150 due the first of every month

Before School Care -- \$150 due the first of every month

Before & After School Care -- \$250 due the first of every month.

Students in grades 6th through 12th must be picked up by 3:45 p.m. or within 15 minutes of being released from any after school tutoring, activity, or function.

ATTENDANCE RULES AND GUIDELINES

Wisdom would dictate that you do not permit your child (our student) to be absent from school, other than for an actual illness or in an emergency.

If your child is ill or there is a legitimate emergency, the parent(s) or guardian(s) are required to call the school @ **352-2628** by 7:30 a.m. and give the reason for the child's absence. If a student is not present and a call has not been made to the school by a parent or guardian, the school will (at the teacher's or principal's discretion) make a good faith effort to contact the parent or guardian to get a reason for the absence. Our goal is to confirm and insure that parent(s) or guardian(s) are aware of their child's absence.

If the student is absent for an extended time due to illness (**three days**), a written excuse from a physician must be brought to New Life Baptist Academy. We recognize that the school does not have the right to tell a student or parents that the student cannot be absent for any particular reason. However, the school has the right to refuse to excuse the absence, refuse to allow the student to do make up work, and has the right to issue a "zero" grade for work and tests missed if the reason for the absence is unacceptable.

It will be the student's responsibility to check on-line system for missed homework, quizzes, or tests. Homework is due the day that the student returns to school. Quizzes or tests must be made up within 2 days of returning.

A maximum of ten days absences are allowed per semester (State Statute and School Policy). Exceptions to this limit may be made for the hospitalization of the student or immediate family; or, in the case of death of a close relative.

CLASSIFICATION OF ABSENCES

1. Excused absences are given for **sickness** (with required written information/note or phone call), **doctor's appointments**, and **deaths in the immediate family** (Note due on the day that the student returns to school).
2. An unexcused absence is given for any other reason that is not listed above.
 - a. Penalties include a zero in every class missed and quizzes cannot be made up.
 - b. Faculty should discourage unexcused absences and should report to the Principal any unexcused absence in writing.
3. Approved unexcused absences are allowed in certain situations.
 - a. Requests for approving unexcused absences must be made by the parent, in writing, explaining the need for such a request.
 - b. If the Principal approves the absence in advance, the student is responsible for checking on-line (Engrade) for all homework assignments. All homework is due the day the student returns.

If absences are deemed unexcused, no allowance for any make up work will be made. All tests and quizzes that were missed will be recorded as a “zero”. The student could receive an incomplete grade for that semester, and therefore not receive credit.

TARDINESS

We realize that tardiness on the elementary level is primarily the responsibility and at the discretion of the parent(s) or guardian(s) and punishing the student is not appropriate. Therefore, we have established the following limits and guidelines:

Students are expected to be in their classrooms and ready for the school day by the time the tardy bell rings at 7:50 a.m. In order to be on time, students should be dropped off no later than 7:40 a.m. Students coming into the building after the 7:50 tardy bell must be accompanied by a parent to sign in with the receptionist. Excused tardies will include doctor/dental visits, illness, and traffic situations that result in a large number of students being late. All other tardies will be considered unexcused. Three unexcused tardies count as one unexcused absence for the purpose of perfect attendance awards. In the event of excessive tardies, an administrator will notify the parents. Excessive tardies could result in severe and stringent action (also determined by the principal and at the principal's discretion).

EXCESSIVE TARDINESS Tardies (per class) 6th -12th Grade

Students are expected to be in their seats when the second bell rings. Any student not in their seat when the bell rings will be marked tardy. Arriving tardy to class will result in increased consequences as listed below:

1. 3rd Tardy – One Day Detention
2. 4th Tardy – Two Days Detention
3. 5th Tardy – Parent conference and possible suspension

Students will begin each semester with zero tardies in each class.

LATE ARRIVAL DUE TO APPOINTMENT

Students who arrive late to school due to an early morning appointment, (doctor, dental, court, etc.) that **could not** be scheduled outside of school hours, must bring a note or make arrangements prior to the day of the appointment. We encourage parents to schedule medical and dental appointments before or after school hours.

EARLY DEPARTURE

Parent(s) or guardian(s) must sign their children out of school during school hours if the child is to leave due to any type of appointment. Please notify the school in advance if you plan to pick up your child early to allow time for the teacher to get together homework or classwork that will need to be brought in when the student returns to class. ALL students are to be

checked out through the front desk if the need leave early arises-no parent or guardian is to go directly to a child's classroom or to pick the child up without signing the child out **FIRST**.

LATE PICKING UP STUDENTS

It is the responsibility of the parent(s) or guardian(s) to ensure that they have made the proper arrangements to have their child picked up at the end of the school day. **There will be an assessed fee of \$1.00 per minute per child after the first ten minutes for those late in picking up their child.(Fees begin at 3:25 for pre-k and kindergarten students, at 3:40 for elementary, and at 4:00 for middle and high school students.)** Students should not be left at the school on their own after school hours for their own safety - parents should make every effort to be on time or to have someone else be responsible for the child(ren).

CLOSED CAMPUS POLICY

Once students arrive at school for the day, they are never to leave the school grounds without permission from the parent(s) or guardian(s) **and approval** of the appropriate school official. If a student leaves school early, the student must be signed **out**; and upon returning, be signed back **in**.

Parent(s) or guardian(s) wishing to leave something for a student, or get something from a student, are to be careful not to disrupt the class in any way. Any item needing to go to the student must be given to the administrative assistant at the front desk for delivery.

VISITORS POLICY

Permission must be obtained before a parent visits a classroom. The proper school official will give approval. Parent(s) or guardian(s) are encouraged to visit; but please remember you are a visitor, and not a school official. Remember that we keep our facilities very secure in order to provide safety to our students and faculty and to keep classroom disruptions to a minimum. Please do not try to enter the building or classrooms without prior approval. During working hours teachers are not allowed to have visitors.

STUDENT ILLNESS OR INJURIES DURING THE SCHOOL DAY

Any student who becomes ill during the day should report the illness to their teacher. If the student needs to go home, parent(s) or guardian(s) will be notified and asked to pick their child up. No student will be permitted to leave the school unless the parent can be notified and proper arrangements made.

Any school injuries are to be reported to the teacher or appropriate personnel as soon as they occur, whether the student considers the injury significant or not. Incident reports will be completed and kept on file.

CHANGE OF ADDRESS AND/OR TELEPHONE NUMBER POLICY

Any change of address or telephone number should be given to the school immediately. In case of accidents or medical emergencies, it is **imperative** that appropriate school officials and teachers have all parents' or guardian's current addresses, and home/work telephone numbers available. Please make a special effort to notify NLBA of any changes as soon as they occur.

INSURANCE REQUIREMENTS

All parents and guardians are responsible for medical/accident insurance for their child.

MEDICATION

Prescription medication or any over-the-counter pills, inhalers, or medicines must be given to the teacher along with a note from the doctor or parent indicating dosage instructions. Parent(s) or guardian(s) must fill out a medication form authorizing the teacher to give out the medication. Please note that teachers are not required to administer medication and may require a parent or guardian to come into the school and administer the medication if the teacher is not comfortable doing so. Please do not send in medicine with your child without a note-this includes cough drops and throat lozenges.

SUBSTANCE USE POLICY (NOT ALLOWED)

ALCOHOL USE POLICY (NOT ALLOWED)

GUM CHEWING IN CLASSROOM OR ON CAMPUS (NOT ALLOWED)

TOBACCO USAGE (NOT ALLOWED)

CHAPEL ATTENDANCE (MANDATORY)

VEHICLE USE ON CAMPUS

1. Students who drive without a valid driver's license may have their key confiscated and the vehicle towed. This action may result in a suspension or an expulsion.
2. Students who drive to school must register their vehicle with the principal's Office by the end of the first week of the school year or immediately upon receiving their license.
3. Students may park only in their assigned NLBA parking area.
4. Parking Permits **must** be displayed in the lower left-hand corner of the windshield.
5. Reckless or careless driving will not be tolerated.
6. Vehicles are not to be moved during the school day without administrative approval.
7. The speed limit is 15 miles per hour or less on school property. And should be slower when children are present, being dropped off, or picked up.
8. Students are not permitted to go to their vehicle during school hours unless they receive permission from an administrator.
9. No writing, pictures, or symbols shall be displayed on any vehicle which promotes a philosophy contrary to the philosophy of NLBA.
10. No loud music will be permitted in the vehicles while on school property or at school activities.
11. There shall be **No** talking on a cell phone or texting while driving

Violations of any of the above Vehicle Regulations may result in not being able to drive on school property for a specified period of time and/or other disciplinary action.

DISCIPLINARY POLICY

Discipline will be an integral part of the student's training at New Life Baptist Academy. The Bible clearly teaches that a student is to be taught firmly, with love, if they are to become useful citizens and servants of the Lord. Those who are not disciplined and taught respect for authority will not have respect for God, His Word, or the Church when he/she becomes an adult. Since we are in submission to and under the authority of Christ, as parents and as a school, we have a tremendous responsibility to provide a Bible-based system of discipline for our students.

The spiritual growth of each of our students is our primary concern. We will encourage each student to demonstrate appropriate behavior while on the school grounds and when attending school-sponsored functions. Therefore, we will expect our students:

- To be courteous.
- To dress modestly and appropriately.
- Not to indulge in derogatory language.
- Not to be rude or to tease for any reason.
- Not to participate in any form of harassment of others.
- Not to gripe or complain.
- Not to damage or deface property.
- Not to bring dangerous items to school (knives, firearms, matches, lighters, or chemicals) unless given permission for a special project of some type.
- Not to bring radios, pagers, tape players, CD players, electronic games, etc. to school.
- To address all staff, teachers, and adults respectfully and in the proper tone of voice (use "Mr.," "Mrs.," "Miss", "Sir", as the situation warrants. Answer "Yes Sir", "No Sir", "Yes Ma'am", "No Ma'am", as appropriate).
- To refrain from all forms of body tattoos and body piercing (girls may have earrings; but no nose rings, or tongue piercing, etc.).

Discipline and disciplinary actions are difficult at times and, as a result disagreement over discipline or the disciplinary action may occur. With this in mind, the following steps must be taken to address the disagreement/complaint:

1. The disagreement or complaint should be handled between the teacher and student involved.
2. If the disagreement or complaint isn't resolved, a written request for resolution is to be submitted to the Principal/Superintendent for review.
3. The Principal/Superintendent's decision after review is final.

These guidelines are not all-inclusive; any actions not in harmony with Scriptural principles of attitude and behavior are unacceptable, and are subject to discipline.

CORPORAL PUNISHMENT

We have a corporal punishment policy. This policy does not agree with the strict definition as found in “Webster’s New World Dictionary.” The Webster’s New World Dictionary uses the word “flogging” in its definition. We will not flog, whip, or beat with a stick. However, as may be appropriate, spanking a student may become necessary. If it does, the following procedure will be followed:

1. Only the Principal/Superintendent or Senior Pastor will spank.
2. The female Principal/Superintendent will spank the female students.
3. The Senior Pastor will spank the male students.
4. Prior to a spanking:
 - a. The parent or guardian will be notified.
 - b. The reason for the spanking will be explained.
 - c. The parent may opt to witness the spanking or not.
 - d. The spanking will be done with a witness in a private room.
 - e. The designated and approved paddle will be used.
 - f. Striking will be only in fleshy, meaty areas. (i.e. rear ends).
 - g. No more than two licks will be given.
 - h. Corporal punishment is a last resort and if spanking with the approved and designated paddle does become necessary, and does not seem to remedy or correct the child’s behavior, the child will be expelled from the Academy.
 - i. Documentation:
 1. A report explaining why it was necessary will be written. This report will be detailed and comprehensive.
 2. The report will be kept on file at the Academy.
 3. Time, date, witness, and number of licks will be recorded.
 - j. Corporal Punishment will not be given whimsically; or given out of frustration and/or anger. It will be given to maintain and/or restore order, teach a lesson, and is in place to clearly help the student understand that the faculty is serious about its mission, standards and maintaining proper respect for all proper authorities, and maintaining order on the school grounds and facilities.

Note: This policy will be clearly explained to all parents at the Open House. Any parents that do not agree may opt out by not registering or by withdrawing their child from the Academy.

And do note, Corporal Punishment is very serious, and should be used as the exception and not the rule. It will be administered to with skill and in love.

DETENTIONS

Detentions may be given when students fail to comply with school regulations. Detention will take place during the student’s lunch period. Failure to report to detention on time or disruptive behavior during detention could result in further disciplinary action.

The Principal will make the decision to assign a student to detention. Detentions will be issued for the following reasons:

- Lying – first offense.
- Cheating – first offense.
- Profanity/Bad language – first offense.
- Missing homework – second offense.
- Dress code violation third offense.
- Any other violation of the disciplinary policy as deemed necessary by the principal.

MISSED DETENTION

1. First Missed Detention: The student will be assigned a double detention and any other missed detentions may result in suspension. Extenuating circumstances must be discussed with the principal prior to the detention.
2. Second Missed Detention: Student will be assigned an in-school suspension. Details of the suspension will be determined by the principal. Extenuating circumstances must be discussed with the principal prior to the suspension.

SUSPENSIONS

Suspensions will be issued for the following reasons:

- Stealing: first offense will warrant a three to five day suspension.
- Cheating: second offense will warrant a 3-day suspension.
- Fighting: first offense will warrant a three-day suspension.
- Profanity/bad language: second offense will warrant a two-day suspension.

Suspended students are not allowed to be on campus during the period of their suspension without administrative approval. Students are not allowed to participate in or attend extra-curricular activities while on suspension. Students that are suspended will not be allowed to exempt any finals for the semester in which the suspension occurred.

SUSPENSION RESTORATION PLAN

It is always the intention of New Life Baptist Academy to lovingly restore students after a period of suspension. In order to insure that the restoration is successful the following guidelines will govern the re-admission of suspended students: At the beginning of the suspension period, NLBA staff and administration will:

1. Clearly identify the offense at both the beginning and at the end of the suspension.

2. Assist the student in verbalizing why the offense is was inappropriate and/or harmful.
3. Notify the students, teachers, athletic director, coaches, librarian, of the suspension term, but not the nature of the offense.
4. At the end of the suspension period, NLBA staff and administration will conduct a re-entry interview with the student and at least one parent; assist the student in identifying a plan that will insure improvement; and remind the student of the importance of maintaining the standards as set forth by New Life Baptist Academy.
5. Take time to pray with and as may be necessary give proper counsel to or insure that the student receives proper counsel from the Headmaster or other counselors if deemed necessary.

EXPULSIONS

Expulsions will be issued and deemed necessary for the following reasons:

- Use or possession of illegal drugs or paraphernalia, **on or off** campus: first offense.
- Use or possession of alcoholic beverages, **on or off** campus: first offense.
- Stealing: second offense.
- Cheating: third offense.
- Continual bad attitude(at the principal's discretion)
- Use or possession of tobacco: second offense.
- Involvement in gangs or any gang activity: first offense.
- Involvement in fornication or other acts of immorality: first offense.
- Possession of a firearm or any weapon on campus: first offense.

Students expelled may not return during the remainder of that same school year, or for a minimum of one complete semester –whichever is longer. Certain expulsions may, at the discretion of the principal, result in permanent expulsion.

Parents desiring to appeal an expulsion decision may submit the request in writing to the principal for consideration. Once the request has been submitted, a proper inquiry or investigation will be made. The decision rendered after the inquiry or investigation will be final.

We believe discipline and disciplinary actions are proprietary information. We are careful to keep whatever happens confidential; and if necessary, only discuss or share the information on a need-to-know basis.

CLASSROOM RULES

Each teacher will establish rules and guidelines that best suit their grade level and class. The one standard that must be established for every class is that disruption of the normal order and function of the class warrants corrective action. Chaos is not a normal order and function. Therefore, students will be expected:

- To follow all instructions of the teacher.
- To participate in the class as required.
- To conduct themselves in a Christian manner at all times.
- To refrain from talking or from leaving their seat without permission.
- To come to class fully prepared, and with all necessary materials.
- To refrain from bringing desk organizers, electric pencil sharpeners, or toys to class or from placing bulky items on their desks.

HOMEWORK POLICY

The primary purpose for homework is to reinforce class content and instruction. It is assumed that homework will be a regular part of school life, with increasing time and application required as a student progresses through each grade. In general, homework is for skill practice, enrichment or more in-depth attention to a given unit of study. Whether or not a student spends less or more time on homework depends on organization, study skills, use of time, homework environment and other factors. If a student does not turn in an assignment on time, an “M” will be recorded. Teachers will not accept incomplete or late homework.

- 2 missing/incomplete assignments in a class - 1 lunch detention.
- 4 missing/incomplete assignments in a class - 1 after school detention.
- 6 missing/incomplete assignments - an In-School suspension and a parent meeting.
- 8 missing/incomplete assignments - 2 day suspension and a re-entry interview.
- 10 missing/incomplete assignments – expulsion.

NLBA MIDDLE/HIGH SCHOOL TECHNOLOGY ACCEPTABLE USE POLICY

New Life Baptist Academy (NLBA) has a commitment to the integration of technology into the academic programs of the school. The NLBA network and computer equipment are available for students, faculty, and staff to use for research, study, and other educational purposes. The goal in providing access to these technological resources is to promote educational excellence and innovation and to facilitate communication and creativity in the expression of ideas and information.

Access to NLBA technological resources and the Internet is a privilege that is tied to responsibilities. Students must use these resources in a legal, ethical, moral, and responsible manner in accordance with the school’s stated mission. The following guidelines are intended to help individual technology users understand appropriate use and the guidelines apply to any device brought to or used at school. The school may restrict, suspend, or terminate any user’s access to the school’s technology systems and network for not respecting these guidelines.

Internet

- Students will have filtered Internet access through school-owned devices connected to NLBA's wired network. The school will also provide filtered Internet access for personally-owned devices through wireless access points at designated locations.
- Students' use of the Internet at school must be in support of education and research and be consistent with the educational objectives of NLBA, whether that use is on a NLBA computer or a student-owned device. Misuse of the Internet is prohibited, including production or use of threatening or obscene material, and infringement of copyrighted material or material protected by trade secret.
- NLBA reserves the right to monitor the Internet usage of all students through specialized software reporting as well as any other means available to teachers and administration. This includes school owned computers as well as any other computers or devices that access the Internet through NLBA's Internet connection. Students are not allowed to access inappropriate sites.
- Students may not use any social networking, instant messaging, blogging, chatting, or other collaboration method to communicate with others during class, unless a teacher or administrator expressly authorizes them to do so.
- The use of the Internet is a privilege, not a right, and inappropriate use could result in a cancellation of those privileges. NLBA reserves the right to review any material on user accounts and to monitor file-server space in order to make determinations on whether specific uses of the network are inappropriate.
- If a student inadvertently accesses a website that contains obscene, pornographic or otherwise offensive material, the student should notify a teacher or the Director of Technology as quickly as possible so that such sites can be blocked from further access within the NLBA firewall. This is not merely a request; it is a responsibility.
- The Internet is a rich and valuable source of information for education. Inappropriate materials are available on the Internet, but are strictly prohibited. These materials include items of a sexual or pornographic nature, extremist or militant materials, gambling, depictions of violence, images that are intended to be abusive or harassing, etc. Students must not access, display, or store this type of material.
- These policies and procedures apply to all computing devices used at NLBA, including devices owned by the school, privately purchased devices (irrespective of ownership), and any device considered by the Director of Technology to fall under this policy. Teachers may set additional requirements for computer use in their classroom.
- In areas where wireless access is not available to NLBA's filtered network, students may choose to use their own wireless data plan. Students using their own data plan are expected to abide by all aspects of the NLBA Acceptable Use Policy (AUP).

Computing Device Security

- Students must receive express, prior permission from the owner before borrowing devices, power cords, or any accessories. To act otherwise will be considered theft and the student will be referred to an administrator to face disciplinary action. If a student brings a computing device to school and then loans it to another student who uses it inappropriately, the first student may also bear some responsibility for the inappropriate use.
- Students are responsible for taking care of their computing device and accessories such as batteries and chargers.
- Student computing devices must not be left unattended at any time. Computing devices that are not being monitored by the student should be secured in a locked classroom or locker at all times with the lock securely fastened.
- All devices and cases should have a name tag attached to the outside of them that clearly identifies the owner.
- Students are entirely responsible for backing up their own data. Lost or damaged data is not the responsibility of the school. Computer malfunctions are not an acceptable excuse for not submitting work.
- Students are expected to take their computing devices home every day after school, regardless of whether or not they are needed. If students are participating in an afternoon activity, they must make prior arrangements to store their devices in a secure place.

CELL PHONES

Cell Phones may be brought to school. The Home Room teacher will collect the student's cell phone each morning and return the cell phone to the student at the end of the school day.

Anyone caught with a cell phone during unauthorized time periods will suffer the following consequences:

- 1st offense – The cell phone will be confiscated and a parent may pick up the cell phone from the home room teacher.
- 2nd offense – The cell phone will be confiscated and given to a Principal, the student will serve detention, a parent may pick up the cell phone from a principal.
- 3rd offense - The cell phone will be confiscated and held for 30 days, and student will serve a one-day in-school suspension.
- 4th offense - The cell phone will be confiscated and student given a 2 day suspension. Student may not bring ANY electronic device on campus for the remainder of the school year.

SEARCH OF STUDENTS

Students, their lockers, and their motor vehicles shall be subject to searches by school officials including but not limited to student's outer clothing, pockets, lockers or belongings.

PLAYGROUND RULES

Our primary concern is the safety and appropriate interaction between students. Therefore, the following will be expected:

- Rude behavior will not be permitted at any time.
- Friendly competition will be encouraged, but not to the point of violating basic Biblical principles.
- Respect will be maintained for the safety of others and school property.
- Students will not leave the playground area without the permission of a teacher or adult supervisor.
- There will be no jumping off swings.
- There will be no running up or down a slide when a slide is available.
- There will be no snowballs thrown at students or anyone else while on the playground or on campus. There is also to be NO sliding on any ice patches on the school property.
- Students will share and take turns using playground equipment.

Note: Since safety and proper interaction is our primary concern, two teachers will be assigned to walk around on the inside of the playground and two teachers will be assigned to walk around the outside of the playground. Any exceptions to this rule must be approved by the Principal.

DRESS CODE/UNIFORMS

Our overall goal is to maintain a high degree of neatness within our student body and to send our kids out into the world in clothing that will be honoring to Christ. With this in mind, the following standards have been established: (See next section for **additional dress code information.**)

ADDITIONAL DRESS CODE INFORMATION

At New Life Baptist Academy we strive to teach students the value of a disciplined life. Good self-discipline will set the stage for proper learning. Part of the self-discipline is “dressing for success.” Students learn that there is one standard of dress for school/work and another for play. As these standards are maintained, productivity, achievement, and self-control will be hallmarks of our students. A Godly standard of dress includes neatness, cleanliness, and modesty.

Since “Fads and Fashions” are constantly changing, the administration reserves the right to determine what is acceptable in the area of hairstyles or accessories worn with the uniform.

Anything that distracts or disturbs other students, or hinders the educational environment that we desire to build into the Academy, will not be permitted.

Uniforms have been adopted as the only appropriate dress for school at New Life Baptist Academy. The uniforms may be purchased through the authorized school uniform company: Dennis Uniforms.

HAIR CODE

Young ladies should wear their hair in a soft, feminine manner. Fad hairstyles are not acceptable. Any applied color that is not normal or not matching their own hair color (i.e., brown, black, blonde, red, gold) is not acceptable for elementary students. Middle and high school students may have highlights and must get approval **prior** to coloring an unnatural color (i.e., burgundy, blue, etc.)

Hair is to be clean and well groomed. Hair length for boys should be short. No spiked hairstyles of any type. A part in the hair is allowed, but with no bold lines or dates, or curly waves. Any applied color, again, that is not normal, is not acceptable.

Young men's faces should be clean-shaven at all times, including mustaches.

Students who come the first day of school without a regular (proper) hairstyle will forfeit their right to attend New Life Baptist Academy.

FOOTWEAR

The color of footwear should be conservative in nature. Boys must wear socks (visible above the shoe) with shoes. If a girl wears tights or hose, the color must be conservative in nature. If shoes are equipped for shoestrings, shoestrings will be tied and fastened appropriately.

JEWELRY AND ACCESSORIES

1. Tattoos are not acceptable, whether permanent or temporary.
2. No tight-fitting, body-fitting, or "slinky" looks.
3. No baggy pants, "balloon" pants, saggy pants, or gang looking clothing is to be worn by our students.
4. Only the black uniform belt with the **silver** buckle will be worn.
5. Only the authorized school coat, jacket, and/or sweater will be worn in the classroom. (Blue or white sweater or fleece jacket or hoodie with the school logo).
6. Hats, caps, and/or sunglasses are not to be worn inside the buildings at any time.

7. False nails are not allowed at the elementary level. Middle and high school female students may wear false nails, but please be aware that outside activities may dictate otherwise.

Girls, appropriate makeup, if allowed, may be worn. Also, a minimum of jewelry will be worn. Girls, no face piercing or nose piercing and a minimum of 2 piercings in each ear.

- Be careful with straight skirts – when sitting, skirts tend to slide up much higher than the required dress length.
- Split Skirts: straight dresses and skirts with splits are allowed if the split is no higher than the required dress length. If the split is higher, it must be sewn – not pinned or stapled to the required length.
- Pants and shorts may not be “hip-huggers”. Belts must be worn if the dress or skirt has belt loops.
- Blouses/Shirts: Cropped shirts shorter than the waist, thinly-lined blouses that can be seen through, regular collarless tee shirts, tank tops, and sweatshirts are not appropriate. Sleeveless blouses are not appropriate school uniform wear. Thin blouses will require an additional undergarment to be worn. Blouses and shirts are to be buttoned except at the collar and must be tucked in (and will remain tucked in until the student is off campus).

Boys are not allowed to wear earrings during school, on school property, at school functions, or on school trips.

- Shirt length: Shirts must be tucked in (and remain tucked anytime they are on the campus. Oversized, floppy, tacky, and untucked shirts are NOT acceptable.
- Pants will not sag.
- Pants **must be** hemmed to correct length.
- A belt must be worn if the garment has belt loops.
- Only identification bracelets and watches are acceptable wrist wear for boys.

DRESS CODE VIOLATIONS

It is the responsibility of the parent(s) or guardian(s) to see that the student abides by the dress code. **Parent(s) or guardian(s), please be aware of what your child is wearing when they leave for school.** If in doubt, have them change.

ANY VIOLATIONS WILL BE DEALT WITH IN THE FOLLOWING MANNER:
Please note that this applies to any type of dress code violation (i.e., everyday uniform, Friday uniform, belt, tie, name badge, shoes, socks, tights, leggings, etc.)

- 1st offense – teacher will notify parent
- 2nd offense - teacher will notify parent
- 3rd offense - lunch detention
- 4th offense – 2-day lunch detention and meeting with parents
- 6th offense – In-school suspension
- 8th offense – 2-day suspension and re-entry interview
- 10th offense – expulsion

GIRLS

- Hair will be clean, combed, and neat. No unnatural hair dye or mixed colors will be allowed.
- Elementary girls: dresses or skirts are to be at knee length or longer. Shorts must be worn under the dress to enhance modesty during playground activities; but shorts must not be visible or longer than the skirt or jumper.
- Elementary girls may not wear makeup.
- Shirts or Blouses are to be solid white or navy blue in color with buttons and collars.
- Pants or skirts are to be navy blue in color. The hemline of the skirt or dress must be at the knee or below.
- No Capris allowed-**No skorts allowed.**
- Royal blue field trip shirts with the approved school logo are to be worn by all students on all field trips.
- Turtleneck shirts (for winter wear **under** polo) are to be only navy blue or white in color.
- Shirts and uniforms need to be pressed daily.
- Flip-flops or sandals without straps in the back are not allowed.
- If pants have belt loops, the uniform belt must be worn.
- Leggings must be down to the ankles

Note: Body piercing or tattoos are not to be seen or should be kept inconspicuous.

Administration will approve any deviations from the above.

BOYS

- All shirttails will be tucked in except in P.E. or on the playground.
- Socks will be worn that cover the ankle and show above the shoe top.
- Shoes requiring laces will be laced and tied.
- Tennis shoes may be worn except on chapel day.
- Tight-fitting pants will not be worn.
- Baggy or sagging pants will not be worn.
- Full-length pants will be worn at school but must be hemmed to correct length.
- Extreme hairstyles will not be permitted. Hair will be combed, clean, and neat. Hair length for boys must not fall below the shirt collar. Mohawks, colored or dyed hair, or shaved designs will not be allowed.
- Pierced earrings, body piercing and other items of a feminine nature cannot be worn.
- Shirts must be solid white or navy blue in color with buttons and collar.
- Pants must be navy blue in color.
- Royal blue field trip shirt with school logo is allowed.
- Shirts, pants, uniforms need to be pressed daily.
- Must be clean-shaven in appearance; no beards, mustaches or sideburns longer than the middle of the ear.
- If pants have belt loops, a black leather uniform belt with a silver buckle must be worn. (Cargo pants are **NOT** allowed.)

DRESS CODE FOR CHAPEL

- Boys will wear a white button down dress shirt, navy blue dress slacks or navy blue uniform pants, black dress shoes, and a navy blue tie with the school logo (purchased from Dennis Uniforms).
- Ties will be fastened tight and up against the collar- ties may be removed while eating lunch and during recess or outdoor activity time but must be worn while inside on Fridays.
- Girls in upper grades (3rd grade and up) will wear the knee-length pleated navy blue uniform skirt, black or navy blue leggings or tights, white button-down blouse with Peter Pan collar, and black dress shoes. (Note: Leggings are worn in warmer weather and the leggings must reach the ankle. Capri leggings are not allowed. Black or navy blue tights may be worn anytime.
- Girls in Pre-K3 through second grade may wear the **plain princess cut** jumper (no buckles or pleats) or the **plain** long navy blue skirt, ankle length (skirts can not have zippers or pockets on lower portion) with a white button down blouse and black dress shoes.
- Students are to wear dress shoes the entire day except for recess time and outside activities. Girls wearing heels to chapel may change to dress flats for the remainder of the day.

Administration will approve any deviation from the above.

Remember that uniforms are to be purchased from Dennis Uniforms.

DRESS CODE FOR P.E.

The authorized New Life Baptist Academy P.E. Uniform; plain white, mid-calf, crew socks; and any color non-marking, no-skid PE shoes that have never been worn outside and are specifically for use on NLBA gym floor only.

CHAPEL

Chapel will be held each Friday and will last approximately thirty (30) minutes. Chapel is designed to give the children a worship experience with the Lord. Chapel will include memory verse recitation, singing, scripture reading, and practical lessons focusing on the Lord and how the Word of God is to be applied to daily life.

GRADING SYSTEM

<i>GRADE</i>	<i>PERCENT</i>	
A	90-100	3.5 – 4.0
B	80-89	3.0 – 3.4
C	70-79	2.5 – 2.9
D	60-69	2.0 – 2.4
F	59 and below	

An Incomplete (I) may be issued for excused absences or emergencies. The student will be advised of the requirements to complete the grade and the deadline for submitting the work so a grade can be given. Failure to complete the work by that deadline will automatically mean an “F.”

Students who receive all “A’s” will be recognized on the “A” Honor Roll. This means the student has a GPA of 3.5 to 4.0.

Student’s who receive all “B’s” will be on the “B” Honor Roll.

ACADEMIC STANDING

If a student’s GPA falls below 1.5, the student will be placed on academic probation for the following semester. If the GPA is not raised to the required level by the end of the probation period, the student will not be permitted to return to New Life Baptist Academy for at least a year.

ACADEMIC REPORTS

Academic reports are sent by teachers to alert and inform parents and principals if the student is having problems or is doing outstanding work. The academic report is usually sent to parent(s) requiring them to read and sign and return the report. It is the student’s responsibility to make sure the Academic Report gets home, is discussed, signed, and returned to the proper authority.

FIELD TRIPS

Children must have written parent permission to participate in field trips away from the school. Field trip permission forms must be completed and signed. In addition, teachers may require that parents accompany any student who may be liable to endanger self or others. The classroom teacher determines whether a child is able to attend a field trip. All students must wear their field trip shirts for every field trip.

ELIGIBILITY TO PARTICIPATE IN ORGANIZED SPORTS ACTIVITIES

To determine your eligibility to participate in our organized sports activities, we are governed by the New Mexico Charter School League rules. If you plan to participate in any of the organized sports activities, you must have at least a 2.5 grade point average.

COLLEGE TESTING

If you have plans to attend college, one of the best things you can do is choose the college you think you would like to attend. As a matter of fact, it would be wise to choose at least two or three.

Since you are thinking about college, there are a few things you must do.

As a Junior:

1. Take the PSAT in the fall for practice and preparation for the SAT.
2. Consider taking the SAT, the SAT I, and the SAT II's in the spring. Why is this important? You'll be able to retake them early in your senior year, if necessary.

As a Senior:

1. Take the SAT and the ACT in October or November [if needed].
2. By now, you should be in the application process for the school(s) of your choice(s).
3. Remember, there are numerous requirements and deadlines to fulfill and to meet. It is up to you to stay focused and make sure to fulfill the requirements and meet the deadlines.

***PLEDGE TO THE AMERICAN FLAG, CHRISTIAN FLAG, AND THE BIBLE
WILL BE DONE EVERY MORNING.***

It is an expectation of NLBA students to memorize these pledges as quickly as possible.

PLEDGE TO THE AMERICAN FLAG

I PLEDGE ALLEGIANCE TO THE FLAG
OF THE UNITED STATES OF AMERICA,
AND TO THE REPUBLIC
FOR WHICH IT STANDS,
ONE NATION UNDER GOD,
INDIVISIBLE,
WITH LIBERTY AND JUSTICE FOR ALL

PLEDGE TO THE CHRISTIAN FLAG

I PLEDGE ALLEGIANCE TO THE CHRISTIAN FLAG
AND TO THE SAVIOR FOR WHOSE KINGDOM IT STANDS.
ONE SAVIOR,
CRUCIFIED, RISEN, AND COMING AGAIN,
WITH LIFE AND LIBERTY FOR ALL WHO BELIEVE.

PLEDGE TO THE BIBLE

I PLEDGE ALLEGIANCE TO THE BIBLE,
GOD'S HOLY WORD
I WILL MAKE IT A LAMP UNTO MY FEET
AND A LIGHT UNTO MY PATH.
I WILL HIDE ITS WORD IN MY HEART,
THAT I MIGHT NOT SIN AGAINST GOD.

Each student of New Life Baptist Academy is expected to learn the Statement of Faith.

STATEMENT OF FAITH

1. We believe the Bible is the inspired Word of God.
2. We believe that Jesus Christ, the only begotten Son of God, is God.
3. We believe that Jesus is co-existent, co-eternal, and co-equal with the Father.
4. We believe that Jesus was conceived of the Holy Spirit and born of the Virgin Mary in order that He might reveal God and redeem sinful man.
5. We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross, and that our redemption is assured by His resurrection from the dead in the identical, though glorified body in which He was crucified.
6. We are anxiously awaiting The Rapture, when He will bring all of His own people to Heaven. From that time forth, we shall forever be with Christ.
7. We believe that after He has presented His bride (the church) to the Father, and after the tribulation period, Jesus will return to the earth and set up His 1000-year reign upon the earth, and after this there will be a final judgment for all who don't believe.
8. We believe the only way to salvation is by faith. Every person must put personal faith in Jesus Christ and Jesus Christ alone.
9. We believe that all who are saved are eternally secure.
10. We believe that Hell is a real place and all who don't receive Jesus by faith are destined to Hell.
11. We believe that Heaven is a real place and all who receive Jesus Christ as Lord and Savior will go to Heaven.
12. We believe in the resurrection of the saved and the lost.
13. We believe in the premillennial Second Coming of Christ.
14. We believe that the New Testament Church is an organized body of scripturally baptized believers in Jesus Christ as Savior and Lord.
15. We believe that baptism is by immersion and always follows salvation.

THIS STUDENT AND PARENT HANDBOOK REMAINS IN FORCE IN THE SCHOOL FOR EACH STUDENT, EVEN WITHOUT THE STUDENT AND PARENT SIGNATURES.

NEW LIFE BAPTIST ACADEMY
ALBUQUERQUE, NEW MEXICO
STUDENT REGULATIONS

I have read the “Student and Parent Handbook” for New Life Baptist Academy. I agree to cooperate with all the rules and regulations as stated or as may change in subsequent years, which are necessary for the spirit and growth of New Life Baptist Academy.

Signature of Student: _____ Date: _____

We have read the “Student and Parent Handbook” for New Life Baptist Academy. As parents/guardians we accept the responsibility and agree to the regulations herein or as may change in subsequent years. We will see that our child cooperates with the rules and regulations of New Life Baptist Academy.

Signature of Father/Guardian: _____ Date: _____

Signature of Mother/Guardian: _____ Date: _____

NOTE: This page is to be signed and turned in on the day the students are registered.

