

Woodstock Christian Academy Inc.

Welcome to Woodstock Christian Academy

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An Overview of Woodstock Christian Academy

Staff

The Staff of WCA acknowledges its responsibility and accountability to God, in assisting parents in providing for their child's nurture, care and education in a non-denominational Christian environment. In conjunction with the family, WCA seeks to provide an education that integrates Biblical truth with practical learning, at a level of excellence no matter the family's ability to pay tuition. Our purpose is to challenge, equip and grow the student to the maximum of their potential, employing qualified and caring staff, committed to Christian Education.

Statement of Faith

The following is a statement of the Basic Christian conviction of WCA. It accurately represents the personal philosophy and faith of all staff and board members and will be the philosophical basis of teaching.

- 1) We believe in one God, eternally existent in three persons: Father, Son and Holy Spirit.
- 2) We believe that the Bible is the unique, inerrant, inspired, authoritative Word of God.
- 3) We believe in the Bible's account of the Creation of the Universe.
- 4) We believe in the deity of Jesus Christ, His virgin birth, His sinless life, His miracles, His atoning death for the sins of the world, His bodily resurrection and His ascension to the right hand of the Father and in His personal return to the world in power and glory.
- 5) We believe in the regenerative power of the Holy Spirit and spiritual unity of all believers in the Lord Jesus Christ.
- 6) We believe that you must be "born again" in order to enter the Kingdom of Heaven.
- 7) We believe this salvation is freely offered as a result of the substitutionary Death and resurrection of Jesus Christ.
- 8) We believe in the reality of heaven and hell.

The Purpose of WCA:

The purpose in having the ministry of a Christian school is to obey the Scriptural Commands of Deuteronomy 6:5-7, *"Love the Lord your God with all your heart and with all your soul and with all your strength. These commandments that I give you today are to be upon your hearts. Impress them on your children. "*

The objective of a Christian school is to fulfil the words of Proverbs 22:6. We are admonished to "train up a child in the way he should go." Teaching is *training*. Training for life must include training for eternity.

A Christian school is an extension of the Christian home in training young people. The School staff works closely with parents to train the whole child.

Attendance at WCA is a privilege and not a right. WCA is not a corrective institution. Consequently, we ask that a student not be enrolled with the idea that we will reform them. We have a strict attendance policy. No student is allowed to miss any more than 10 school days in a calendar year without permission. After 2 days of absence due to sickness we require a doctor's note. If a child will be late for school or picked up during the day for an appointment we require a note from the professional that was seen.

WCA will provide a safe, secure and caring Christ-centered environment that meets the needs of the students as they learn, grow and develop as God's children - physically, socially, emotionally, academically, and spiritually.

WCA will provide a Biblically based regular course of study with a definite Christian point of view.

WCA will provide an education of high academic standards that will equip the student with the knowledge and skills to successfully accomplish the will of God in their lives.

WCA Staff

It is important to us at WCA that all staff must be born-again believers in Jesus Christ, who exhibit a consistent testimony, a Godly walk and a moral lifestyle. The staff members of WCA are strongly committed to Christian Education and must undergo a Criminal Code Reference Check and Leadership training through ACE Canada before working with the students of WCA.

The Objectives of WCA:

- 1.) WCA provides an environment, which supports the growth of the whole student in developmentally appropriate ways. WCA develops the whole student: physically through a well-rounded physical education program, intellectually and spiritually through a Biblically based curriculum and socially through community interaction.
- 2.) WCA provides a high academic standard throughout the whole educational process through the Biblically based Accelerated Christian Education individualized curriculum, geared to equip students to think well, act responsibly, and live wisely. The A.C.E. curriculum covers 6 core subjects: Math, English, Social Studies, Science, Word Building and Creative Writing & Literature.
- 3.) WCA encourages each student to their maximum achievement within their individual ability.
- 4.) WCA promotes the pursuit of success through a sound work ethic, self-motivation and self-discipline.
- 5.) WCA maintains firm discipline with clearly defined standards of behaviour as set out in the WCA Student Handbook; stressing respect for parents, teachers, fellow students and country.
- 6.) WCA prepares students for further educational endeavours whether it is college, University, apprenticeship, or the workplace.
- 7.) WCA encourages the student to be a contributing member of their society who realizes their dependence on others and their dependence on them through involvement in community services.
- 8.) WCA develops good and proper attitudes toward marriage and the *family*, understanding the skills needed to establish God-honouring homes, through daily Bible study, Biblically based curriculum and community outreach.

The Philosophy of WCA:

At Woodstock Christian Academy we feel that every student entering our school should feel loved and valued as an individual. We recognize that these students are being raised up for God's plan and purpose for their future.

WCA seeks to teach the Bible in such a way that it will become evident in the lives of our student's at home, at school and at play. We endeavour to make learning enjoyable for both the learner and the teacher.

WCA incorporates Christian principles and values from God's Word into the learning process. We want to teach students what it means to trust and love God, make responsible choices and to live their lives applying God's principles in practical ways.

WCA believes strongly in building a solid foundation in all areas of development.

Standards of personal conduct, school policies, and curriculum at WCA work together to build the students sense of responsibility and integrity.

WCA School Year and Daily Hours

Woodstock Christian Academy is open from September to June. The school hours are from 8:30 a.m. to 2:45 p.m., Monday through Friday. WCA students should arrive at school no earlier than 8: 20 a.m. Arrangements can be made if parents need after school tutoring. The school doors will be locked from 8:30 a.m. to 2:30 p.m. WCA observes certain holidays and professional development days. At the beginning of each school year a schedule of the year and a list of all school supplies needed are given out. Casual & Hot Lunch days will be announced.

Communication is vital throughout the school year. Please feel free at any time to call and make an appointment to discuss your student's progress with a staff member. No demand meetings by a parent will be given at any time, an appointment needs to be made. Your student's education is important to us here at WCA. We want your student to feel very comfortable and safe in their school environment. The doors are locked during school hours and parents need to ring the doorbell for entrance into the school. The strength of WCA lays to a great extent in the parents' involvement in general school activities. We must all work together to provide the best possible education for our students. From that cooperation, comes a real WCA team spirit.

WCA Special Events

WCA schedules several field trips per year. These fieldtrips are educational in Nature and designed to reinforce concepts taught and promote new learning experiences. Most field trip costs are covered by your yearly tuition with the exception of the annual regional and international student conventions and some which require additional costs. These costs must be paid for in advance and notice will be given in plenty of time for this. In all cases a parental signature is required for their student's involvement in any field trip or outing.

WCA takes great pleasure in participating in the annual Accelerated Christian Educational Junior and Senior Conventions. These two conventions, which are held separately, host students from across the nation. They give opportunities for students to demonstrate God's gifts in their lives, in a healthy competition. Judged categories include track & field, art, platform arts, public speaking, woodworking, clay sculpture, science

Projects etc. While these conventions are not mandatory, WCA does encourage their students to sign up for the three-day event, entering many levels of healthy competition.

Conventions are a wonderful vehicle for developing communication skills, boosting confidence levels and meeting fellow believers (new faces from new places.) The three-day event culminates in an afternoon award ceremony where ribbons and trophy awards are given out. There is a nominal registration fee involved, which covers this three-day event. In the Senior Convention winners go from Regional to the International Convention to compete internationally.

Admissions Procedure

WCA admits students of any race, color and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the students at this school. Each student, as well as their parents, must be in agreement with the goals and vision of the school, and must be willing to abide by the rules and regulations set forth by the Administration of the school.

Students over the age of twelve typically do not transition well from the public school system to the ACE system, therefore it is the policy of WCA to accept these applications on an individual basis with the approval of the entire school board and/or if they have a sibling already attending WCA.

After the Enrolment Application and Fee are received, parents and students are contacted for an interview, as space is available. Assessment will determine the eligibility of the applicant.

Students enrolling will be tested to determine academic placement in each subject.

All New Students Are Admitted On Probation For the First Two Months

- 1) *Parents visit Woodstock Christian Academy.*
- 2) *Parents view a School of Tomorrow video presentation on the premises.*
- 3) *Parents and students read WCA Parenting School Relationship Handbook and Student Handbook thoroughly.*
- 4) *Application to attend WCA is submitted, accompanied by the applicable Registration Fee and a copy of the student's latest report card.*
- 5) *WCA office will schedule an interview time for both parent and student. During the interview process any unanswered questions or concerns may be addressed. Once clarification is made both parent and student need to be in agreement with regards to enrolment. The WCA Commitment Form must be signed by all parties.*
- 6) *Parents will be notified of acceptance to the school in writing. By the last week in August, 10 post-dated cheques dated from September 01 to June 01 need to be submitted.*
- 7) *Before admission to the school, immunization forms must be filled out by the family physician and a photocopy submitted to the school. All students must have the following immunizations: diphtheria, polio, measles, and rubella. (Should the requirements of the Immunization of School Pupils Act 1982, conflict with your sincerely held convictions based on your religion or conscience, you must submit a Ministry of Health Statement of Conscience or Religious Belief Affidavit, prior to admission) Also a copy of the student's birth certificate and health card must accompany the immunization forms.*
- 8) *WCA parents, new to the school must attend a Parent Orientation Class Scheduled before school begins.*

Standard of Conduct:

Students registered at WCA are expected:

- To show proper Christian conduct at **all** times
- To attend school **punctually and regularly** (school hours 8:30 am - 2:45 pm)
- To be neat and clean in full compliance with the school's dress code
- To be diligent and respectful to their Principal and/or Supervisors
- To use Polite Manners

WCA Yearly Registration Fee

A per student Yearly Registration Fee is required immediately upon submission of the yearly enrolment application. This Registration Fee is *non-refundable* and is not deductible from the Tuition Fees. The Registration Fee is \$50.00 per student. This fee is necessary to hold your Child's place for the upcoming school year as there may be a waiting list for spots available, preference for available spots is given to students who are re-enrolling from the previous year or who have a sibling already attending WCA.

WCA Diagnostic Testing Fee

Any new student applying for enrolment will require testing. Proper diagnosis and prescription are critical for student success. Students transferring from a conventional school (graded classes according to age) are tested, diagnosed and prescribed curriculum in accordance with their performance level. The Diagnostic Testing Fee is due upon the testing of each new school student. This Diagnostic Testing Fee is non-refundable and is not deductible from the Tuition Fees. The Diagnostic Testing Fee is \$50.00 per student for testing done on School Premises. There are also free Diagnostic tests available online and results can be emailed directly to the school's email address.

WCA Annual Tuition Fee

<u>Tuition Payments:</u>	<u>Annually</u>	<u>Monthly</u>
One student	\$ 3,000.00	\$ 300.00
Two students	\$ 5,750.00	\$ 575.00
three students	\$ 8,500.00	\$ 850.00

WCA Tuition Fee Policy

The yearly tuition fee includes all necessary curriculum, school supplies, field trip costs, and Friday hot lunch fees. Tuition fees must be paid in full either through one payment for the full amount or by means of ten (10) post-dated cheques dated September 1 to June 1 inclusive. Cheques are due immediately upon notification of enrolment. A student will not be allowed to return in September if fees from the previous year are outstanding. If current fees are delinquent, the parent will be asked to remove their student from the program until such time as the fees are up to date. There will be a \$35.00 charge for an NSF cheque. After two NSF cheques, parents will be required to pay their fees by cash or certified cheque.

WCA Withdrawal Procedure

When a student is registered at WCA, a place has been reserved for that student for the entire school year. If a parent wishes to withdraw their student from the school for any reason, one full month notice in writing is required. If proper notice is given, fees are charged up to and including the month of withdrawal and if applicable, an appropriate refund is given. Two months' payment in lieu of improper notice will be required. Report cards and school records will not be released until all fees are paid in full.

Transfer Requirements

Students who transfer out of WCA during the year should notify the WCA office no later than one school day prior to their last day of attendance. School records will then be forwarded only at the request of the new school in writing upon verification of enrolment at the new school.

Breach of Student Conduct

When a student's attitude and/or school work is not in accordance with the school policies or principles, the student will be placed on probation and parents will be called for a conference. If the administration feels the situation has not changed within (2 - 4) weeks, parents will be asked to withdraw their student.

Mandatory Parent Involvement Committees

The strength of WCA lays to a great extent in the parents' involvement in general school activities. We must all work together to provide the best possible education for our students. From that cooperation, comes a real WCA team spirit.

It is mandatory that each family either participates in or leads one of the following committees. This will help to ensure we continue to offer your student the high quality of Biblical, character building education you have come to expect from WCA. Yearly, each family will need to sign up for one of the committees listed below.

Weekly WCA Prayer Group

Hot Lunch Team

Field Trip Committee

Fundraising Committee

Christmas programs

Activities & Events Committee (i.e. special guest speakers on Tuesday morning chapel time etc)

Repairs & Cleaning Committee

Lunch and/or Lunch Recess Supervision Committee

Volunteers (Monitors) to help in the classroom

Computer Committee (helping students learn various computer skills)

If you have any specialized skills that you feel would be an asset to the education of the students at WCA, please let us know. We would be quite willing to fit a class time in for extra-curricular activities. Examples: woodworking, mechanics, sewing, cooking, painting etc.

The T .R.I.P .Program

This is just a short note to let you know of our T.R.I.P. program. This is simply our *Tuition Reduction Incentive Program*. Here at Woodstock Christian Academy our primary goal is to educate children from Gods word and give them the best possible educational experience possible. With the exception of one part time paid employee our staff is made up of entirely volunteers. We charge tuition to pay for the actual school expenses such as mortgage, heat, lights, internet, insurance etc. These costs do not change and that is the reason we do fundraisers during the year to help fund this program. We understand that tuition can sometimes seem expensive and we have always tried to do our best to help each family out based on an individual's ability to pay. That is why we have created the T.R.I.P. program, as a way for you to reduce your tuition (excluding curriculum, registration fees and diagnostic testing). This is how the program works.

There are some rules to this program, for example if you have two children attending WCA, you can earn up to \$187 off your monthly tuition. If you have one child attending WCA you can earn up to \$100 off your monthly tuition. If your family is using the TRIP Program here is the list of requirements that must be meant to qualify for the TRIP Program:

Per Child in the TRIP Program

1. Must pay a minimum amount pre authorized by the school board based on a families gross yearly income at the first of every month
2. Must volunteer 10 hours/month at the school. This can be during school or after hours.
3. Must fundraise a min. of \$1,500 per year after product cost (selling Chocolate bars, Vessey seeds, etc). We will assist you in finding ways to raise the funds.
4. Must volunteer at a minimum of 5 fundraiser functions that the school puts on during the year.

If at any time these qualifications are not meant then the Child will be removed from the TRIP Program and will be required to pay full tuition of \$300/month.

For every hour you are willing to volunteer in our school we will give you a \$11.00 per hour credit towards your child's tuition. Some of the areas we need volunteer help in are Janitorial, Hot Lunch, Tutoring and Mentoring, arts and crafts, Phys Ed ect. All volunteer hours must be spent during school hours or in the case of janitorial work, directly after school hours or according to a pre set time period with the school administration. All volunteer hours must be scheduled with the school administrator in advance and a schedule will be drawn up. All volunteers must have completed the volunteer training and have provided an RCMP criminal background check. We hope that this program will help you in some way.

Thank you for supporting Woodstock Christian Academy!