

Woodstock Christian Academy Inc.

Student Handbook



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CRA Registered Charity # 837511005RR0001

March 19, 2018 Edition

Woodstock Christian Academy

*They will be called oaks of righteousness, A planting of the LORD
for the display of his splendour. Isaiah 61: 3*

WCA Student Handbook

Attendance at Woodstock Christian Academy is a privilege not a right.

Any student who does not conform to the standards and regulations of this school may forfeit the opportunity of attending. The administration of WCA may at any time request the withdrawal of any students, who in the opinion of the administration does not fit into the school philosophy or refuses to conform to the rules and regulations set out in this handbook. It is the hope and the desire of the administration that each student will have a strong respect for the philosophies and aims of Woodstock Christian Academy

This handbook has been written to help you, the student. Throughout this handbook you will be well informed of our policies and regulations. You will come to appreciate the rules and regulations that govern our lives at WCA. You will find they are enforced, making it possible for all of us to live, learn, work, and socialize in a Christ like manner.

The ultimate purpose of these rules and regulations are to teach students to have self-control and self-discipline. Students need to take control and assume responsibility for their actions and learn the necessary skills to govern themselves throughout their lives.

“Everyone must submit himself to the governing authorities, for there is no authority except that which God established. The authorities that exist have been established by God, consequently, he who rebels against the authority is rebelling against what God has instituted, and those who do so will bring judgment on themselves.” Romans 13: 1-2

WCA Student Code Of Conduct

Academic Expectations

Students are to maintain all necessary supplies to do their work, assume responsibility for correct organization and completion of all assignments and PACE materials on time.

- WCA students are to obey all school rules and immediately follow the directions of the principal, supervisors, and other adults in authority.
- WCA students are never to argue or mimic those in authority. No griping or complaining about staff or school policies will be tolerated.
- WCA students are to use “Mr”, “Miss”, or “Mrs” at all times as a respectful address.
- WCA students will respect all school personnel in both action and word. The common courtesies of “PLEASE” and “THANK YOU” are expected.
- WCA students are expected to demonstrate a positive attitude and good cooperation with all others.
- WCA students will show respect for fellow students and school property at all times.
- WCA students should maintain Christian standards and attitudes of honesty, morality, courtesy and kindness.
- WCA students are to strive for self –discipline in all studies and activities.
- WCA students must organize and complete assignments legibly and neatly.
- WCA students are responsible for taking / maintaining notes for any given subject area.
- WCA students will fully complete all PACE materials and class assignments.
- WCA student goals should be set with a view to complete the prescribed PACE’s in a reasonable amount of time.
- WCA students must complete all homework assignments.
- WCA students will not write, pass or receive personal notes during class.

- WCA students are responsible for returning report cards and any written notices requiring parental signature by a designated date.
- WCA students are to show respect in word and deed for all those in authority as well as to their peers.
- WCA students will not enter the school building before 8:20 am unless prior approval has been granted and will leave at dismissal time. In the event of inclement weather, the teacher on duty will direct the students.
- WCA students will not run or cause excessive noise in the main learning center.
- WCA students will never chew or bring gum onto the premises.
- WCA students will never bully or threaten another student or staff member.
- WCA students will not bring to school and guns, knives, lighters, matches, radios, MP3 players, I pods, Cellular phones, laptops, tablets, portable electronic games, skateboards or non-approved toys. The school reserves the right to confiscate any such property during the school day and will return it at the end of the day. In certain instances permission is given for students to use devices for music at their desks to help them concentrate. These students must have achieved “E” privilege in order to do so.
- WCA students will be required to replace at their expense, any marked on, defaced or damaged school property.
- WCA students will not enter areas designated “OFF LIMITS”.
- WCA students are to comply with the WCA dress code at all times. Any deviation from the dress code must be accompanied with a parental note of explanation.
- WCA students and parents will strive to be on time for school. Class begins promptly at 8:35 am.
- WCA students require a note from parents for absence or early dismissal.
- WCA students require a doctor’s note to return to school if having carried a communicable illness.
- WCA students will always knock on a closed door and wait for someone to acknowledge their presence.
- WCA students should maintain a “hands-off” position with all other students unless being supervised in such games as “tag” etc.

- WCA students will use only words that glorify the Lord. Inappropriate language and name calling will not be tolerated.

WCA Learning Center Expectations

Students are to conduct themselves in an orderly, honourable and polite manner at all times. Students will show respect for others and for school property.

- WCA students will be familiar with all daily PACE routines.
- WCA students will refrain from talking excessively without permission in the learning center
- WCA students should refrain from loud talking in the hallways and stairways and should move quickly and quietly to their destination.
- WCA students should strive to help others whenever the opportunity presents itself.
- WCA students will not write, pass, or receive personal notes during class time.
- WCA students will be familiar with recess conduct and playground rules.
- WCA students will not lean against or sit on desks or desk dividers.
- WCA students will not leave the learning center without permission.
- WCA students will not leave their flags raised after a question has been answered.
- WCA students will not leave their seats or roam the classroom without permission.
- WCA students will not leave their chairs out. All chairs must be pushed in when not in use.
- WCA students will not strike or verbally assault another person.
- WCA students will not cheat or have excessive scoring violations in their daily work. Cheating on pace tests is a serious matter and is an expellable offense.

- WCA students will not have chocolate snacks, desserts or pop during school hours. (unless a special day is planned)
- WCA students may not leave the school grounds during school hours unless authorized in writing from the parent or guardian and permission is given by the principal or supervisor in charge.
- WCA students are to obey all school rules at all times.

Homework Policy

The responsibility for scholastic achievement is placed on the students. Most students shouldn't need to take academic work home. Should the student have homework, the required PACE pages will be marked in pen on the homework slip showing which pages are to be completed by the student. The homework slips are to be signed by the parent and returned the following day. Incomplete homework will result in detention time issued. Students who are found to be carrying goals more than 2 times from one day to the next due to incomplete homework will be issued demerits and will be required to complete those goals in addition to the regular work. Students who consistently do not complete their homework will be placed on academic probation and if a change is not noted within 2 – 4 weeks the student will lose his/her privilege of attending WCA and will be asked to leave.

Testing Table

After a student completes the PACE, it is checked for completion, scoring, restudied, and turned in; the PACE TEST is issued the next morning. PACE TESTS are Administered at the Testing Table. Students who score 80% or better on the PACE TEST are issued a new PACE. Tests scored below 80% MUST repeat the PACE. A new PACE will cost the student \$7.00.

Learning Centre Flags

The Christian flag should be raised for supervisor guidance in academic difficulties. The Canadian flag is to be raised for non-academic questions, such as permission to score work and go to the washroom etc. Personal questions should be asked at break time.

Respect in the Learning Centre

Each teacher/supervisor is responsible for the learning process of students within that learning centre and therefore responsible for the management of the class. Teacher's/Supervisor's instructions are always to be followed by students. Students who refuse to follow teacher's/supervisor's instructions are subject to consequences.

Learning Centre Interruptions

Learning Centre time is dedicated to your students learning; therefore, classroom

interruptions not related to the educational program are kept to an absolute minimum. Telephone messages will be delivered to students at the end of the school day, except in the case of emergencies.

Merits

Merits are an incentive program designed to reward student accomplishments and defer negative behaviour. It is also a great way to teach students to be good stewards of merit money.

Literature Certificate

Students who want an additional challenge are encouraged to strive for the A.C.E. Literature Certificate. During the school year, students must read and report on at least twenty character-building books at or above their English curriculum level. Books must be approved by the supervisor prior to reading. No more than 10 books may be associated with English PACE's. In addition, each book report will earn the student 1000 merits. A special presentation is made at the closing awards ceremony for this accomplishment.

ACADEMIC PROCEDURES

A. C. E. Curriculum

The Kindergarten program is a phonics based approach for Learning to Read. The Elementary Self-Paced core subject teaching units include Math, English, Social Studies, Science, Word Building (Spelling), and Literature & Creative Writing. The High School program also includes electives for a well-rounded education.

Each student at WCA has their own private "office", a learning area for Individualized Student Learning, where the student works through a full scope and sequence of curriculum with one-on-one individualized learning assistance. Offices are assigned and changed only by the supervisor. The Goal Chart is kept up-to-date; a pen is used in setting goals. The Goal Chart is placed in the upper right corner of the office. The Student Progress Chart is placed in a plastic cover in the upper left hand corner in the student's office.

Academic PACES

Each student is issued one PACE for each of the six core subjects: Math, English, Social Studies, Science, Word Building, and Literature. PACES are private property and are not to be shared among students. They are to be treated with care. A student will be required to replace lost, torn or defaced PACES at their own expense. Work in PACES must be done in pencil.

Junior Students (Kindergarten to Grade Three) must achieve a minimum mark of 80% and Senior Students (Grades Four to Twelve) must achieve a minimum mark of 80% on their Self-Test before writing the PACE Test. After the PACE is completed, scored, restudied, and turned in, PACE Tests are generally issued the

next morning. Students who score 80% or better are issued new PACES. Students whose test score is below 80% will be issued a repeat PACE.

Scoring Station

Correct steps for scoring must be completed.

Score keys are to be handled carefully. (Never mark in a score key)

Mark a red “X” beside each wrong answer in your page.

Mark a red “X” in the first square at the bottom of the page.

Use only the red pen provided at the scoring station. Never score using pencil.

Never take the red pen back to your desk.

Score key answers are for scoring work only.

Correct the wrong answers using pencil at your desk.

Mark the second box with an “X” in pencil.

Rescore your work – circle each red ‘X’ in red when the answer is correct.

Mark the third box at the bottom of the page with a red “X”

Circle in red each page number when all answers are correct.

Leave the red pen at the scoring station.

Replace score key in its proper place.

WCA Award System

Woodstock Christian Academy believes in rewarding student accomplishments. As such students are given many positive reinforcements. Including but not limited to:

- Congratulation slips for all tests written and passed.
- Merit Money that is awarded for passing tests, daily chores, and random acts of kindness witnessed by staff.
- 100’s race or “the race around the room”. Each time a student passes a test with a mark of 100 percent, a special student marker is advanced on the wall. (90 percent for those in High school). Two prizes of 10,000 and 5,000 merits are awarded at the end of the school year for the student who finishes first and second place (involvement in this race is strictly voluntary)
- Quarterly Bronze, Silver and Gold awards are given to students achieving the highest number of PACE’s in that quarter.
- Honour Roll certificates in Both “A” and “B” categories.
- Yearly Character trait awards presented at the year-end awards banquet.
- A student voted award for student character. Each year all the students vote on the student they feel shows the most admirable character traits and that student’s name is engraved on a plaque hung on the wall of the school

- The “Joyce Flewelling Memorial Bursary”. Each year a graduate is awarded this bursary if they plan on furthering their education at a post-secondary institution. This award is given for outstanding academic achievement and displaying the most biblical character traits.
- Each year graduates of WCA are awarded bursaries and scholarships donated by local area businesses and Christian organizations. These awards are handed out based on academics and character traits decided upon by the WCA school board of directors.
- Graduation and Awards night are held the Friday evening on the last week of school in June. Students are rewarded for their accomplishments made throughout the year.
- Praise – Supervisors seek opportunities to verbally affirm a student for their positive behaviour.

Report Card & Grading Policies

The grading system at WCA is designed to give parents and students a true indication of a student’s progress. Report cards will be handed out at the end of the 1st, 2nd, and 3rd quarters and a final report card for the 4th quarter is mailed out the third week of June. Parent/teacher interviews will be available after the end of each quarter. Parents must call the school to schedule these conferences and must attend at least one per year.

Report cards are to be signed by the parent and returned to the school for the first three quarters of the year.

The following letter and number system is used in relation to achievement in the various subject areas:

A	94 – 100 %	Outstanding Achievement
B	88 - 93 %	Above Average Achievement
C	80 – 87%	Satisfactory Achievement
D	Below 80%	Below Average Achievement
INC		Incomplete Work

Graduation & Closing Program

The Graduation & Closing Program is held on a Friday evening in June during the last week of school.

WCA Special Events

WCA schedules several field trips per year. These field trips are educational in nature and designed to reinforce concepts taught and promote new learning experiences. The cost of some field trips are covered by the yearly tuition, however some of the larger excursions may require a fee. Parents will be notified of any upcoming field trips, by notices sent home with the student. In all cases, parental signature is required for their student's involvement.

Regional and International Conventions

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 Atlantic Provinces. They give opportunities for students to demonstrate God's gifting's 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 two-day event, entering many levels of healthy competition.

Conventions are a wonderful vehicle for developing communication skills, boosting confidence levels, 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 two-day event. In the Senior Convention, winners go from Regionals to the International Convention to compete internationally. During convention WCA students are expected to act in an orderly and respectful manner, maintaining Biblical standards of courtesy, moral behaviour, acceptable language, and honesty. Students are expected to abide by the highest standards of Christian morality, behaviour, conversation, attitudes and dress, both at school and on any special school functions.

WCA Rules and Procedures on School Discipline

Woodstock Christian Academy is dedicated to the training of students in a program of study, activity, and living that is Bible-centered. We believe that "all things should be done decently and in order" and that our students should be taught to accept the responsibility to "walk honourably before all men."

WCA students must at all times conduct themselves in such a way that honours God. Gripping and complaining is not tolerated. If your student does come home complaining about a policy or discipline, please consider following this procedure:

1. Give WCA staff the benefit of the doubt.
2. Realize that your students' reporting of the issue could be emotionally biased and may not be an accurate picture of the whole situation.

Discipline

Here at WCA, discipline is maintained which is firm, consistent, fair, and tempered with love. Our staff maintains standards of behaviour in the Learning Center through kindness, love, and a genuine regard for the student. However, when disciplinary action becomes necessary, it is swiftly and firmly carried out, tempered by good judgment and understanding. When a student's attitude is not in accord with school policies or principles, the student will be placed on probation and the parents will be called for a conference. If the administration feels the situation has not changed within a designated time, parents will be asked to withdraw their student.

Detention

The paramount rule is "do right; do not disturb." Demerit marks are given for disturbances or broken rules. Three or more marks in one day result in detention time as follows:

3 marks = 15 Minutes detention

4 marks = 30 Minutes detention

5 marks = 45 Minutes detention

6 marks = 60 Minutes detention

When a student receives a detention, a "Corrective Action Notice" is sent home with the student and is to be signed by the parents. The next day the slip is returned and detention time is served. Students may be required to do various clean-up duties as a means of serving their detention; i.e. yard clean-up, cleaning desks, washrooms and mopping floors etc. Demerits are an indication that a student may need direction in the development of principles of character in his life. Conferences with the principal, supervisor, and parents are sometimes necessary to assure this growth.

Breach of conduct is considered a serious offence and may result in one or more of the following consequences:

- Demerits or Merits revoked
- Temporary removal of privileges
- Removal of recesses
- Detentions
- Parental involvement
- Community service
- Out of school suspension
- Full day suspensions
- Involvement of Police and/or outside agency
- Expulsion from the school

Three detentions = Suspension (May be multiple days considering the scope of the actions involved)

Three suspensions = Expulsion (The Principal will submit his recommendations to the WCA school board of directors who will cast their vote on all expulsions)

Expulsion from Woodstock Christian Academy may be appealed once by appearing before the school board of directors and making a plea for reinstatement, however, should the vote be upheld once the case has been considered then the decision is final and the student must be removed from the school.

Lunchtime Procedure

WCA students will have a twenty minute break for lunch. Students should be in playground area by 12:20 p.m.

1. Be quiet when walking around the learning centre and the lunch area.
2. Eat only at designated areas.
3. Properly dispose of trash; do not throw out lunches.
4. Do not beg, borrow, steal lunch from other students.
5. Students are to remain seated during lunch. There will be no walking around or changing seats. If you need something, you need to ask for permission.
6. Students are responsible to clean up after themselves by putting lunch box's away (Clean off table) and trash in the trashcans.
7. Use "indoor voices" in a conversational tone.
8. All students will participate in lunchroom duties.
9. Go to school playground after receiving permission.

Gum Chewing

Gum chewing is not allowed, before, during or after school.

Off Limits

- Other students' offices and/or supplies.
- Learning centres when staff is not in attendance (unless permission is given.)
- Playground area except under supervised activities.
- The parking lot (older students will get equipment that lands on parking lot.)
- The school office is out of bounds, except for students helping with Devotions, Chapel or special occasions.
- All storage areas where supplies are kept unless permission is given by the staff in charge.

Weather permitting, all students play outside in the schoolyard during recesses and lunch breaks. Please remember, each day to dress appropriately. The cut off temperature for student to be outside in the winter is -15 Celsius. Otherwise

students will be required to go out of doors to play on scheduled breaks. If your student must miss Phys. Ed. or Recess, a note is required stating the reasons why.

Recess Rules and Regulations

1. There will be NO ROUGH PLAY, such as pushing, tripping or play fighting. Violation of this rule will result in a 10-minute time-out period under the supervision of the teacher on duty.
2. There will be NO FIGHTING, PHYSICAL OR VERBAL ABUSE. The Teacher on duty will be responsible for reporting the incident and completing an incident report to the Principal. Disciplinary action will be at the discretion of the principal based on the severity of the issue.
3. There will be NO INAPPROPRIATE LANGUAGE. The teacher on duty will report those students to the principal.
4. There will be NO THROWING OBJECTS THAT COULD CAUSE INJURY. *Absolutely no throwing of sticks or stones, and in winter, no throwing snowballs.* Violation will result in a 10-minute time out under the supervision of the teacher on duty.
5. There will be NO UNSAFE BEHAVIOUR ON THE SCHOOL PLAYGROUND. Any behaviour deemed to be unsafe by the teacher on duty, will warrant a 10-minute time-out period under the supervision of the teacher on duty.
6. There will be NO UNSAFE BEHAVIOUR INSIDE THE SCHOOL. Any behaviour deemed to be unsafe by the teacher(s)/supervisor(s), will be reported to the principal.
7. There will be no WILLFUL DAMAGE TO ANY STUDENTS' OR SCHOOL PROPERTY. Teacher/Supervisor will report such activity to the Principal who will initiate the appropriate disciplinary action.

Concerning mutual respect and courtesy:

1. Address staff members as "Mr.," "Miss.," or "Mrs."
2. Show respect for property of others and of the school.
3. Obey all staff members while on school grounds.
4. Show courtesy when playing recess games and following the rules.
5. Do not use profane language or gestures.

Concerning Safety:

1. Keep hands and feet to yourselves.
2. Do not throw rocks, bark, snowballs, or any other dangerous material.
3. Do not engage in physical contact; either in play or fighting (follow the six inch rule).

Concerning Recesses and Free Time:

1. Keep the school clean.
2. Stay in assigned areas.
3. Do not leave school premises.
4. Do not throw balls against buildings, windows, or bounce balls in the buildings, or in the hallways.
5. Do not be in the stairways without permission from a staff member. Once students are outside for recess they need to stay outside (no running in and out of the school).
6. Stop all activities when the whistle blows.
7. All students must exit the building during lunch break, unless written permission is given to the administration for their child to remain indoors.
8. All sports & play equipment must be returned to the storage room immediately after recesses. No Equipment is to be left outside.

Physical Education Classes

Gym classes are held Thursday afternoons and are held off site. All students are required to take part in these classes unless authorization is given in writing from the parent as to the reason why they can't participate. All students must have indoor footwear to use during gym classes. We will arrange for transportation to and from the class site in advance. The school reserves the right to change the day of gym class due to scheduling conflicts with the facilities we use for these classes.

Music, Books, Magazines

Only that which is approved by the administration is permitted. If at any time students have resources at home that they feel would enhance our weekly theme, they need to share them with the staff of WCA. We welcome videos and books, but before allowing students to view them, all material must be approved by the principal.

WCA Dress Code

The WCA staff believes that the way a student is dressed affects the way they learn and also affects the entire learning environment of the school. Good personal hygiene is one of the most important considerations for students. If a student is dressed inappropriately, parents will be notified to bring them proper attire or they will be issued clothing that the school keeps on hand for this purpose.

Please make note of the following restrictions to apparel. The following articles of clothing are not allowed at any time in the school, on field trips, or on casual days.

- Head coverings such as baseball caps, bandannas, kerchiefs, or head bands.
- Hats or Visors are NOT to be worn indoors.
- Any apparel that has metal spikes, studded collars, studded wrist bands, studded belts, or hardware chains.

- Halter tops, spaghetti-strap tops, min dresses, half skirts, tube tops, muscle shirts, sheer blouses or tops, mesh tops, low cut blouses, blouses or tops that expose the midriff are not appropriate school dress.
- Shirts, Hats or other objects of clothing worn by students that have evil or profane sayings, words or pictures printed on them will not be permitted.

Christian Leadership Training - Opening Exercises

WCA students meet each morning in the Class room for opening exercises. The students take turns leading in the singing each morning. They also sing "O Canada," "God Save the Queen" and recite daily pledges. The "Bible Question" of the day is given.

WCA teaches the Biblical doctrines of self-discipline, respect for those in authority, obedience to law, and love of God, national flag, and country. These pledges are recited daily during morning devotions.

Pledge to the Christian Flag

"I pledge allegiance to the Christian flag, and to the Saviour for whose kingdom it stands. One Saviour, 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 words in my heart that I might not sin against God."

Pledge to the Canadian Flag

"To my flag and the country it represents. I pledge respect and loyalty. Wave with pride from sea to sea and within your folds, keep us ever united. Be for all a symbol of Love, Freedom and Justice. God keep our flag, and may God protect our Canada."

Devotions: There are fifteen minute devotions daily focusing on character building. **Chapel:** Chapel sessions are held weekly throughout the school year. The students will actively participate in learning God's Word and teaching fellow students about their Christian walk. Guest speakers are an exciting addition to the Chapel sessions. Students must bring their Bibles to all devotions and chapels.

Scripture Memorization

Students should advise their supervisor in the learning centre when they are ready to recite the monthly scripture passage. It must be recited by the last school day of the month in which it is given. **This monthly scripture passage is a requirement.** If all students in the school memorize their monthly bible verse correctly in the given time there will be a monthly reward party for all.

WCA Incentives Program

Privileges are incentives designed to promote learning achievement. All privileges must be earned on a quarterly basis according to the following criteria:

“A” Privilege

Responsibilities:

1. Have memorized the previous months Bible verse.
2. Complete a minimum of two paces per week while maintaining academic balance.
3. Have served no more than 30 minutes of detention in the previous month.
4. Present a 2 minute oral presentation on a book that you have read or an area of interest. Example: talk about your summer vacation, how you take care of your pet, a medal you won at a sporting event. Etc.

Privileges:

1. You may leave your seat to use the washroom, to get a drink, or sharpen your pencil without raising your flag.

“E” Privilege

Responsibilities:

1. Have memorized last month’s Bible verse.
2. Complete a minimum of two paces per week while maintaining academic balance.
3. Have served no more than 15 minutes of detention in the previous month.
4. You must be involved in some sort of community service, activity or program on a regular basis. (ie music lessons, drama, sporting team, visitations etc.) or some sort of church service. (ie evangelism, music, ushering, junior church, volunteer, youth group, etc.)
5. Read and report on a literature book or other book of interest and at your correct reading level. OR Present a five minute oral presentation on an area of interest that has been researched and well presented.

Privileges:

1. You may leave your seat to use the washroom, get a drink, sharpen your pencil or go score your work without raising your flag.
2. You may use a handheld device at your desk to help you with your work. Please note that this comes with restrictions:
 - All content that you are listening to must be approved by the principal
 - All devices are subject to spot checks for content
 - Anyone caught using their device for web surfing, texting or snap chat will lose their privilege permanently
 - Anyone caught using their device to cheat on pace work or tests are subject suspension and/or expulsion.
3. You may help on fundraiser errands, special projects off site etc.
4. High school students who finish early and have “E” privilege may help answer Canadian flags, and/or tutor younger children for extra credit.
5. High school students who have attained “E” privilege and are maintaining their academic balance may earn extra credit by volunteering in our childcare department under the supervision of the childcare director.

Earning a privilege qualifies you for that quarter. Each new quarter, you must re-apply for your privilege status.

***** Please note: Academic balance means completing at least one PACE in each core subject every three weeks.***

Personal items brought on school grounds

Please take note that WCA reserves the right to inspect any material or item that is brought onto its grounds for the safety of all students. This includes, but is not limited to: Book bags, knapsacks, lunch boxes, purses, wallets, and electronic devices for prohibited items or content. Any student who brings prohibited items or content onto school grounds will have that item seized and will be subject to disciplinary action up to and including expulsion and/or Police involvement. Prohibited items and content are defined as, but not limited to:

- Matches, lighters or any incendiary device.
- Any type of firearm or weapon including handguns, rifles, shotguns, crossbows.
- Knives, swords, or any item that has a sharpened edge.
- Any controlled substance such as Alcohol, tobacco or prescription medication except those used in lifesaving therapy.
- Any recreational drug such as marijuana, cocaine etc.
- Suggestive images or pornography of any kind.

WCA reserves the right to conduct random drug testing should the administration feel that a student is under the influence of a prohibited substance.

WCA Student Code of Conduct Commitment Form

I _____ as a member of the WCA student body have read and understood The WCA Handbook & WCA Student Code of Conduct and purpose to fulfil those obligations. I understand that Respect for God and others is a vital aspect in the community of WCA. I understand and agree that any attitude of disrespect shown towards the school, its policies or procedures, those in authority, fellow students, and/or property of others is considered a Breach of Conduct and will be dealt with in an appropriate manner, which may ultimately result in my loss of privilege to attend this school.

We at Woodstock Christian Academy reserve the right to make changes and amendments in school policies at any time by the action of our governing body, without prior notice. We will be responsible for one month's written notice following the necessary change.

It is our desire at WCA to keep the tuition fee increases as low as possible but because future economic conditions cannot be projected an increase may be required.

In the area of discipline, we at WCA reserve the right to suspend or expel a student whose behaviour ON or OFF campus is disruptive, illegal, harmful to others, or jeopardizes the reputation of the school.

We at WCA reserve the right to search book bags, gym bags, brief cases, or desks without prior notice, for fire safety, health concerns, or whenever a violation of school rule is suspected.

We at WCA reserve the right to reject any new applicant that does not meet our entrance criteria.

Signing this WCA Commitment Form implies your understanding, agreement, and intention to comply with the policies, rules and regulations set forth.

Signature of Student: _____

Signature of Parent: _____

Signature of WCA Principal: _____

Dated this ____ Day of _____, in the year _____

May GOD richly bless you this school year as you attend Woodstock Christian Acade

