



Lebanon Christian Academy

Learn. *Live.* **LEAD.**

Parent/Student Handbook



2020-2021

CODE OF HONOR

*I will give unto the Lord the
Honor due unto His name.*

In my behavior both public and in private.

In my duty to parents and teachers.

In my efforts at schoolwork and study.

In my dealings with friends and classmates.

In my devotion and worship.

In my service of God and country.

In my heart as well as in my actions.

I will honor all men. I will love the brotherhood.

*I will fear God. I will honor those in authority
over me. I will be a vessel unto honor, sanctified
And meet for the Master's use; and prepared unto
every good work to the glory of God, the Father*

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INTRODUCTION

Lebanon Christian Academy is a unique learning institution. LCA began in 1978 and has a strong tradition of academic excellence, fine arts emphasis and athletic eminence. We have a forty year track record that proves our commitment to education and to the families that enroll their children here.

LCA is a ministry of Open Door Baptist Church. Our church, led by only two pastors in its fifty plus years, has demonstrated stability and commitment to Christian education.

Education in America is ever changing and, among Christian schools in Pennsylvania, LCA is leading the way! The benefit and strength of the traditional classroom must be emphasized. The focus of LCA is to be a premier learning institution, bold yet balanced, ready to meet and exceed the educational needs of this generation.

LCA also recognizes the necessity of leadership training throughout the educational process. LCA will graduate young people with a Christian worldview (Colossians 2:3; Proverbs 1:7a), educated to the highest standards, and well-rounded by the opportunities in the fine arts, liberal arts and athletic competition. An LCA graduate will be ready to take the next step in life, wherever the Lord may lead!

Purpose Statement

To develop Christian leaders who are Conformed to the Image of Christ, Educated to Standards of Excellence, Prepared for Christian Service, and Focused on the Will of God.

Leadership Model

The Leadership Model is a balanced, five-point star to help the students of Lebanon Christian Academy shine for Christ. Each

point is equal in scope and importance to shaping the lives of godly, Christian students.

- Leadership Principles – LCA provides strong core subjects bound with excellent spiritual guidance, where students can exercise and apply excellent Leadership principles found in the Word of God: **Acknowledging** God’s authority, **Acquiring** wisdom and knowledge, **Approving** things that are excellent, **Abstaining** from all appearances of evil, **Abounding** in love.
- Leadership Standards
- Leadership Development
- Leadership Implementation
- Leadership Fulfillment

Doctrinal Statement

Lebanon Christian Academy believes and affirms the following:

- The Inerrancy of the Scriptures (II Timothy 3:16,17; Psalm 119:89; Luke 21:33)
- The Virgin Birth, Deity, Vicarious Atonement, Death, and bodily Resurrection of Jesus Christ (Luke 1:27-38; John 1:1-14; II Corinthians 5:21; I John 2:2; I Corinthians 15:3,4)
- Salvation by Grace alone, through Faith alone in our Lord Jesus Christ alone (Romans 6:23; Ephesians 2:8,9)
- Separation from the world and unto God. (II Corinthians 6:14-18)
- The King James Version of the Bible for teaching, preaching and Bible memorization
- That the Modern Charismatic Movement is not in harmony with the teaching and doctrine of the Word of God

ADMINISTRATIVE GUIDELINES

Admission Policy

The admission of students is based on past achievement, standardized test results, interviews with parents or guardians and student, and openings in the particular grade levels. Attendance is considered a privilege, not an entitlement.

Statement of Cooperation

All parents are required to annually read this handbook and sign a Statement of Cooperation Form. Students in grades four through twelve are also required to read and sign the Statement of Cooperation Form. Signing this form indicates that parents and students understand the positions, policies and standards of LCA, agree to the doctrinal beliefs as outlined in this handbook, and agree to cooperate to the fullest in maintaining these standards.

Nondiscrimination Policy

LCA admits students of any race, color, national or ethnic origin and affords them all the rights, privileges, programs, and activities generally accorded or made available to students at the school. LCA does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admission policies, or any school-administered programs.

Admission Procedure for New Students

An application for Admission accompanied by a registration fee must be submitted to the LCA office for each new student. The registration fee is non-refundable.

New students applying for admission to LCA may be tested in areas of math, reading, and English and, if required, other areas to determine proper grade level. School readiness will be determined for all prospective kindergarten students.

LCA must receive a copy of the student's latest report card and, for grades seven through twelve, a copy of the student's official transcript from the school previously attended.

Students cannot be admitted to LCA unless all immunizations are up-to-date and Immunization and Health Records are on file in the LCA office. Forms are available in the office (refer to "Health Services and Records" on page 4).

Each new student will be placed in the most appropriate grade level based on available information.

Registration of Returning Students

Registration of returning students must be completed by June 1st and accompanied by the registration fee to hold a place for the next school year (refer to Financial Policies).

An Enrollment Form must be completed for each student and submitted to the LCA office.

Homeschool Students

Lebanon Christian Academy encourages all parents to make the best possible education choice for their children. Christian parents who choose to teach their children at home are to be appreciated.

Lebanon Christian Academy will not be able to customize an entire course of study for each child; however, LCA is able to supplement the homeschool curriculum. Some examples are as follows: Fine Arts – music lessons (piano, instrumental, voice), competitions, festivals; Athletics – sports teams; Academics – individual courses (Chemistry, etc.); elective classes (Spanish, etc.).

Homeschool students will be limited to two courses per year and will be subject to all rules and guidelines outlined in this handbook or other communications from the school. Regularly

scheduled meetings with the principal or an appointed advisor are required.

Student Withdrawal

Parents wishing to withdraw their children from LCA must submit a written request with reasons for withdrawal.

Financial arrangements regarding withdrawal of students are clearly defined in the Financial Policies.

Married Students

Married students will not be permitted to attend LCA.

Health Services and Records

LCA complies with the PA requirement for Immunization and Health Records to be on file for all students. All LCA students must meet PA guidelines for physical examinations and immunizations. Parents are required to have each student examined by their family doctor. This examination will be required in grades K, 6, and 11. Immunizations must be up-to-date for all students. Physical examination forms may be obtained from the office.

The following listed tests are health services that may be performed by the family doctor.

- Dental exams in grades K, 3, 7
- Vision screening annually
- Hearing Tests K, 1, 2, 3, 7, and 11
- Height and Weight Measurements annually
- Scoliosis grades 6 and 7
- Physical Exams K, 6, 11

All students participating in extracurricular athletic programs are required to have annual physicals. These physicals may be conducted by the family doctor. A record of the physical must be on file in the LCA office.

Students may not come to school when they are sick. Students should be fever free and free of all symptoms for 24 hours before returning to school.

Injuries and Emergency Care

All injuries suffered on LCA grounds must be reported to a teacher or advisor immediately and an accident report filed in the office. Students with minor injuries may receive first aid by those designated to administer it. In case of an emergency, parents or guardians will be notified as soon as possible and proper emergency procedures will be followed.

In the event a student is injured, parents or emergency persons will be notified to provide transportation for medical care. If the condition is considered serious or life threatening by LCA staff, the student will be taken by ambulance to a local hospital and the parents will be notified to meet the child at the hospital. To be able to provide immediate emergency care for a child, it is therefore imperative that parents provide LCA with parent home and work telephone numbers and reliable emergency contact numbers.

Medication

Parents should contact the secretary in the school office with medical information. Medications and detailed instructions should be left with the secretary to ensure proper care is given.

There will be no medications distributed by students on campus. Over-the-counter medications (i.e. aspirin, Tylenol, throat lozenges, cough drops, etc.) should be distributed through the LCA office. Parents, please bring medications to the LCA office in person. Do not send medications with your child.

Facilities

Lebanon Christian Academy is a ministry of the Open Door Baptist Church. The buildings and grounds of the LCA campus have been dedicated to the Lord. LCA desires to maintain, improve and develop our facilities to the glory of God.

School Calendar

Specific LCA school calendars are sent home at the beginning of each school year.

School Hours

LCA's instructional day runs from 7:58 a.m. to 2:35 p.m. Students may not arrive prior to 7:30 a.m. or remain after 2:45 p.m. except for approved extracurricular activities. All other students who remain at school after 2:45 p.m. will be under the supervision of the After School Care. There will be an additional charge for parents whose child/children are placed in the After School Care Program (request After School Care information if interested).

School Cancellations

In the event school is cancelled due to inclement weather, notice of the closing will be given on radio stations WDAC (94.5 FM) and WLBR (1270 AM) and TV channel 8 (WGAL), 15 (WLYH), 21 (WHP), 27 (WHTM), and 43 (WPMT).

School closings will generally be consistent with the Cornwall-Lebanon School District.

Sometimes other districts close when we are still open. This may result in no busing for those who use public transportation. In the event that local school districts cancel and LCA remains in session, parents should make a reasonable attempt to bring their children to school.

School Office

The LCA school office serves as the focal point for all school records, communications, appointments, and other

administrative functions. The office is staffed during school hours on all days when school is in session and on a limited schedule during vacations and summer breaks.

Questions regarding school policies or minor problems should be directed to the school office.

Any parent who desires to talk to the principal or a faculty member is asked to call the office and leave a message. The call will be returned as soon as possible. It is requested that parents do not call teachers at home unless it is an emergency.

Messages or deliveries from home should be left in the school office. Students will be called out of class only in an emergency.

Contact Information

The Lebanon Christian Academy office can be contacted by phone (717) 273-8114, fax (717) 272-1886, and email lca.office@comcast.net

Communication/Gradelink

Announcements with important information can be found on Gradelink.

Contact the office for Gradelink information.

Parent/Teacher Conferences will be held at the end of the first and third quarter. These are excellent opportunities for parents and teachers to communicate.

Transportation

Transportation to and from school is the responsibility of the parents or legal guardians.

PA residents whose school district is within a twelve-mile radius of LCA may request public school transportation by notifying the local school district in which they reside.

Parents who drive their children to school are required to ensure their children arrive with sufficient time to prepare for the day's schedule (suggested time is no later than 7:50 a.m. before the start of the school day). Parents are also responsible to pick up their children after school by 2:45 p.m.

Transportation to and from LCA for extracurricular activities is the responsibility of the parents. Parents should note that public school transportation is not available for students participating in after-school activities.

Transportation to off-campus school-sponsored events will be provided by LCA for all participants. Those participants who need to drive their own cars or use other means of transportation to or from these activities must have approval in advance from their advisor or the principal and a permission slip signed by the parent or legal guardian.

LCA students using public school transportation are expected to abide by rules and regulations provided by their individual school districts and to maintain an exemplary Christian testimony on the school bus. **Parents** must contact the bus company any time their child is not riding the bus.

Student Drivers

Students who have a license may drive to school; however, each student planning to drive needs to register and sign a Driver's Privilege Agreement at the school office. Students' cars must be parked in the assigned area during the regular school day. The speed limit coming onto the campus is 15 mph and while in the parking lot is

5 mph. Written permission to transport other students is needed from both the driver's and passenger's parents. A copy of the student's license will be kept securely in the office.

Inspections and Searches

The Administration reserves the right to inspect and search lockers, book bags, backpacks, desks, gym bags, coat pockets, purses, lunch boxes, etc., if there is reason to believe that the school's policies and rules are being violated. If contraband such as guns, drugs, knives, etc., is found, LCA will cooperate with civil authorities as applicable.

Fire Drills

School fire drills are held periodically throughout the school year and are signaled by one long, continuous ring of the bell. During a drill, students are expected to leave the building quietly in single file through the door designated for evacuation of their particular room. Students must follow the instructions of their teacher carefully, go to their assigned assembly point, and wait for clearance to return to class.

Lost & Found

Property left inadvertently or placed in unauthorized areas will be sent to the lost and found area. Items can be claimed from lost and found at any time. Lost and found items are displayed for claiming at announced times throughout the year. Unclaimed items will be disposed.

Visitors

During school hours, all visitors to LCA, including parents, must sign in at the office. Visits by students from other schools can be arranged by contacting the office at least three days in advance. Parents of the LCA student and parents of the visitor must submit

a written request for the visit. The principal will make the final determination if the visit is approved. Visits will be limited, and no visitors will be allowed during testing time. Normally, visits will be limited to students who are considering enrolling in LCA.

School Colors

Forest Green, White and Black

School Mascot

Panther

CODE OF CONDUCT:

“Render therefore to all their dues: tribute to whom tribute is due; custom to whom custom; fear to whom fear; honour to whom honour.”

In an effort to aid our students in their development of responsibility, personal accountability, and proper stewardship, Lebanon Christian Academy has listed the following guidelines:

I. Attendance

Student Education goes beyond the curricula outlined in the textbook. Regular, on-time attendance at LCA honors the importance of education, and specifically the work being done in the classroom, by both teachers and students.

Students will be held accountable for missed classes and/or days of school. Parents are required to contact the school by 8:30 a.m. if their child is absent or has an appointment that day.

- A. In accordance with Pennsylvania compulsory attendance laws, Lebanon Christian Academy has adapted the following attendance policies:
1. After three unexcused/illegal absences within a school year, the following will take place: A written notice from the office within 10 days of the third unexcused/illegal absence, which will include an offer of counseling/improvement session.
 2. After six unexcused/illegal absences within a school year, the civil government considers it a problem that needs to be addressed by the civil government. After the sixth unexcused/illegal absence, a letter and documentation of the unexcused/illegal absences will be sent to the student's home school district office. The school district then determines the appropriate course of action.
- B. Lebanon Christian Academy believes in the importance of character building through proper attendance to school.
1. Classes and days missed
 - a. After three consecutive sick days, a student is required to have doctor's excuse to return to school.
 - b. After 10 cumulative sick days during the school year verified by a parent, a doctor's note will be required for every sick day after the 10 cumulative sick days without a doctor's note will be considered unexcused/illegal.

c. Absences, excused or unexcused/illegal, may not exceed 30 days. In the Junior/Senior High, missed class periods may not exceed 30 days for full credit courses or 15 days for half-credit courses. Failure to meet these requirements will result in the following:

- Student fails course or grade.
- Summer school is mandatory to complete requirements and class time experience.
- Students will be unable to re-enroll until summer school requirements are met.
- Students recorded as absent will not generally be permitted to participate in athletic or extracurricular activities on the day of absence. Exceptions are at the discretion of the administrator, but must be approved prior to participation.

2. Make up work

a. A student is expected to make up all incomplete work within one week of returning to school. Failure to do so will result in zeros for the assignments, but will not exempt the student from completing the work. In the case of an extended absence, we will work with the student to complete assignments.

b. Elementary parents and students should work closely with the classroom teacher to make up work due to absences.

C. Tardies:

1. On time arrival is expected for every day of school. Consistent Tardiness will be addressed by the school board, and may lead to dismissal from LCA.

D. Excused Absence / Tardy: (The following list is not exhaustive.)

Examples of excused absences would include:

- Sick for one to three days with parent's note
- Sick for more than three days with doctor's note
- Doctor or dentist appointment
- Funerals for family and close friends
- Pre-excused college trips
- School-sponsored field trips, competitions, etc.
- A bona fide emergency

E. Important Definitions / Clarifications:

- Truancy - A child whose parent(s) expect him or her to be in school, and who does not attend for other-than-lawful reasons is truant. Deliberate absence without parent's knowledge and permission will result in a failing grade in each class missed. Proper authorities may be notified.
- Appointments - LCA prefers that medical or dental appointments not be made during school hours. In the event such appointments are necessary during school hours, a form from the office is required before the student leaves or when the student arrives for the day.

- Leaving School - Students having special needs to leave school during school hours must have a written note from home, and must sign out in the office before leaving school grounds. Students leaving on school business or for school activities must have written approval from their advisor or the principal. One male and one female may not leave together from school unless they are members of the immediate family or have the written approval of parents and administration.
- School Arrival and Dismissal Guidelines - Guidelines are available at the office. The guidelines must be carefully followed to expedite the procedures and to provide safety for our students.

F. All absences, tardies, and early dismissals, excused or unexcused/illegal must have the proper form filled out and turned into the school office within the time period on the form. If the form is not returned within the noted time period, the occurrence will automatically become unexcused/illegal.

II. Disciplinary Guidelines

A. Classroom:

- K-5 through 5th grade teachers and staff will use a disciplinary system that works for their particular

classroom. Parents should feel free to ask their child's teacher about classroom discipline. Also, a general system will be in place to help keep the administrator and parents aware of continued concerns with a specific child. Scriptural corporal punishment will also be included as a tool for discipline.

- Sixth through 12th grade teachers will use individual disciplinary systems and also a system of detentions: lunch detentions and after- school detentions to control the environment of their classroom and enhance the atmosphere of learning.

B. Lebanon Christian Academy students will exhibit the following:

- Personal Responsibility:
 - ✓ Be on time for school and classes
 - ✓ Be seated and prepared at the beginning of each class period
 - ✓ Use appropriate, Christ-honoring language
 - ✓ Keep work areas clean and neat.
 - ✓ Display appropriate classroom behavior at all times
- Personal Accountability:
 - ✓ Listen attentively to class lectures
 - ✓ Complete all assignments on time
 - ✓ Respect the learning atmosphere
 - ✓ Exhibit diligence and hard work
- Honor & Respect:

- ✓ Respond to teachers with respect and humility
 - ✓ Respect the property and feelings of others
 - ✓ Accept correction readily
 - ✓ Respect the facility and equipment
 - ✓ Respect personal and physical boundaries
 - ✓ Deal honestly in every situation
 - ✓ Honor others' desire to learn
- Duty:
 - ✓ Serve the Lord with heart, soul and mind
 - ✓ Love thy neighbor as thyself
 - ✓ Support the Letter and Spirit of LCA policies
 - ✓ Learn

- C. The Lebanon Christian Academy student body should represent the highest ideals of Christianity in all areas. Their actions both on and off campus should reflect a godly testimony and surrendered life. The Lord Jesus Christ is the silent witness to all behavior, conversations, and relationships in public and in private. *“That all men should honour the Son, even as they honour the Father. He that honoureth not the Son honoureth not the Father which hath sent him.” John 5:23*

ACADEMIC STANDARDS

Lebanon Christian Academy will work for Academic Excellence in every area of study. The student body will be motivated in the classroom to attain that goal and expected to put forth their best efforts.

- A. Elementary – Teachers will notify parents about the progress of their child on a weekly basis along with other

important information. Parents should contact teachers with any questions. Help classes may be available through the Customized Studies program for a nominal fee (see Financial Policies).

- B. Junior / Senior High – Lebanon Christian Academy curriculum is focused College Preparatory for all students. Students will choose core classes and /or electives to maintain a full class schedule. (*A FULL class schedule requires a minimum of each of the five core subjects – Bible, English, Math, Social Studies, Science.*) Help classes may be available through the Customized Studies program for a nominal fee (see Financial Policies). Parents will be notified of their student’s progress at the halfway point of each quarter for those students with a C- (77%) or lower average.

- Graduation Requirements: 4 Years Required

Bible	4 full credits
English	4 full credits
Math	3 full credits
History	3 full credits
Science	3 full credits
Foreign Language	2 full credits
Fine Arts	2 full credits
Physical Education	1 full credit
Electives	3 full credits minimum
Health	½ credit
PA History	½ credit (or included in another Social Studies)

*Requirements are subject to review and are based on a student attending LCA 9th to 12th grades. Students who

attend all four years of study for graduation requirements at LCA are expected to earn twenty-six credits by the end of their senior year.

**Customized Studies are taken with referral from administration and do not necessarily earn credits.

- C. Dual credit courses are encouraged for juniors and seniors and may be taken through MBU Online. Contact the principal for more information.
- D. Academic Testing - Testing may be given for selected grades. Please check with the school office for the date and grades involved.

Seniors will receive important testing information throughout the year.

Testing dates, times, and locations will be posted at the office and in the

High School Building. Also, the senior advisor will notify parents.

E. Grading Scale:

A+	97-100	A	93-96	A-	90-92
B+	87-89	B	83-86	B-	80-82
C+	77-79	C	73-76	C-	70-72
D+	67-69	D	63-66	D-	60-62
F	0-59				

F. Honor Roll:

- Principal's List.....all A+ and A's (93% and higher)
- A Honor Roll.....all A's
- A/B Honor Roll.....all A's and B's

G. Homework - Homework is designed to aid the learning process by

Reinforcing concepts taught in the classroom. It is a requirement for completion of courses. Incomplete homework must be completed.

H. Passing / Failing

Grades Kindergarten through 5th (based on end of year average):

- Any student receiving C or above in each subject area will pass without reservation.
- Any student failing two or more subjects may be retained.
- Any student having one F and two other grades below C may also be retained.
- Any Primary student (K-5 through third) failing Reading may repeat the grade.
- Any student having three or more D's (no F's) may advance to the next grade under the following conditions.
 - A conference of the teacher, parents, and administrator must explore all possible means of providing remedial help, including summer school, private tutoring or customized studies.
 - The teacher of the next grade must be advised of the student's ability to work in the next level.

- A student weak in the areas of Reading, Math or English will be monitored in the next grade even though the student meets all the conditions of passing.
- A conference of teacher, parents, and administrator will meet at the end of the first quarter to determine the advisability of keeping the child in the higher grade.

Grades 6-8:

- Students who fail two or more subjects, or who are considered to be marginally prepared for the next grade level, may be held back from passing to the next grade upon recommendation of their teachers and approval of the principal. Parents will be notified in advance of a final decision not to pass a student to the next grade.

Grades 9-12:

- Students who fail English, mathematics, language, or Bible courses must make them up prior to proceeding to the next higher course in those sequences. Failures in English, mathematics, language or Bible must be made up the following summer to keep the student on schedule for graduation at LCA. Generally, only two courses can be made up in the summer school unless the principal approves special arrangements.

I. Failed Courses - Failed courses may be made up during the summer at LCA, or by special arrangement with the school district in which the student resides. It is the responsibility of the parent to make

arrangements with their particular school district for summer study, and ensure LCA receives a transcript of the courses completed.

J. Academic Eligibility - The policy of academic eligibility for participation in all non-credit extracurricular activities will apply to grades 6-12 and includes interscholastic sports activities, non-credit music activities, yearbook, etc.

The purpose of this policy is to prevent a student who is in academic trouble from spending valuable time in extracurricular activities when he could be at home studying. The school will not provide activities that will interfere with a student's academic progress.

Criteria for eligibility according to report cards and academic updates:

- No failing grades (below 60%) in non-elective courses.
- Academic updates will be issued every 6th week of the quarter.
- If a student at report card time does not meet the academic eligibility requirements, the student will not be allowed to practice, and will remain ineligible until the next academic update. In order for the student to return to the team, he will need to be eligible in all classes.

K. Report Cards - Report cards are issued at the close of each nine-week

grading period. Report cards are given to all school students to be taken home, signed by parents, and returned. All students receive a computer-generated report card. Parents will sign and return the report card.

POLICIES AND PROCEDURES

Curriculum

We generally use a combination of Bob Jones University and A Beka curricula. Also, teachers have the option to creatively employ supplements that will enhance learning in their classrooms. Regular evaluation and creative supplementation are two goals for our academic program.

Chapel

Chapel is provided for spiritual refreshment and growth at LCA. Chapel is held approximately once each week. All students are required to attend chapel.

Bible Department

Bible classes are the heart and soul of a good Christian school. This sets LCA apart from secular education. Therefore, we require Bible to be taught each year at all levels. The King James Version of the Bible will be used in chapel and in all classes, and each student should have and use the KJV Bible.

It is the school's privilege to teach the Bible in the classroom on a regular basis. All academic subjects are taught from a Biblical perspective. Whenever doctrine is taught, the doctrinal statement of Open Door Baptist Church will be the standard.

The Bible department offers various competitions for the students: preaching, Bible memory, and Bible teaching, etc. These areas give great motivations to further study God's Word and learn its truths.

Fine Arts Department

LCA considers fine arts (music, speech, and art) a tremendous opportunity for Christian service and personal development. The confidence a student gains through a fine arts program is invaluable. Therefore, LCA wants to encourage students to participate in our fine arts initiative.

Junior/Senior High

- All Junior High and High School students will have regularly scheduled music classes. Junior and Senior High students are required to participate in all school programs, competitions, and graduation. The school calendar is set; therefore, it is possible to commit in advance to these required events. Failure to attend may result in a grade/participation penalty for the student. Any other opportunities to participate will be on a volunteer basis if they are not scheduled on the calendar. (Choir members may be asked to purchase or rent choir attire.)
- Attendance at the Academic and Fine Arts Awards Presentation Events is expected of all students participating in the events. All participants should want to honor the special groups and any individual accomplishments of their classmates.
- Speech will be offered as a separate class and also will be a part of the English Department. Each student will be required to memorize and perform at least one speech during the year for a grade. Students with interest and talent in speech will be selected to participate in our KCEA Competition. (First consideration will be given to students in the

speech class or those who have previously participated and are enrolled at LCA. Eligible students must try out.)

- Art will be offered as a class to students with a special interest in this area as LCA has teacher availability. On-site painting and drawing outings may be possible. Students' original artworks may be considered for the KCEA Competition. (First consideration to try out for KCEA art competition will be given to those who are in the art class and/or who have previously participated and are enrolled at LCA. Eligible students must try out.)
- The costs of required competition trips may be passed on to the students.

Private Music Lessons

Piano, voice and instrumental lessons may be available at LCA. Teacher(s) will be offering to schedule and instruct our students on campus. Music lessons will be scheduled on a first-come, first-serve basis. There will be a fee charged for all lessons. (Since we are providing the facilities, both the teacher and the school will receive portions of the fee.) Please contact the school office for further information.

Sports Department

The athletic programs of Lebanon Christian Academy will exist only to promote spiritual growth and maturity. Athletics that lack the emphasis of spiritual challenge place emphasis on winning for self-promotion, winning at any cost, and glorifying self rather than the Savior. The arena of athletics is best viewed as a microcosm of life that provides opportunity for spiritual enrichment. Along with excelling in the specific sport and its unique requirements, coaches will especially take time to teach spiritual life lessons and give clear spiritual application.

Coaches and students are expected to respond to all game and practice situations with the highest of Christian character.

- Attitude and behavior penalties enacted by Officials will be followed up by the administration.
- Conflicts with opposing coaches and players should be handled in a spirit of meekness and love as befits high Christian Character.
- The Lebanon Christian Academy athletes are expected to be the examples of fine Christian young people in public and private.

Participation on LCA teams is a privilege. Lebanon Christian Academy athletes should be among the best students in our school; therefore they are expected to:

- Be athletically proficient in their respective sports.
- Maintain a strong Christian testimony on and off the field.
- Maintain strong consistent grades (checked quarterly and by academic update).
- Maintain an attitude of cooperation and support in all areas of student life.

Lebanon Christian Academy will compete on many levels of Competition to promote the testimony of Jesus Christ through athletic endeavor, therefore:

- We will compete regularly with many Christian schools of like precious faith within a reasonable distance.
- We may participate in an organized league.
- At this time, we will compete regularly in the KCEA, NPCA, and PCAC tournaments at the end of each season.

- We will occasionally participate in Invitational Tournaments held by other Christian schools as time and details allow.
- We will at times participate in athletic events with public or non-Christian schools with the sole purpose of sharing the gospel of Jesus Christ.

Lebanon Christian Academy Athletics are open to all enrolled students that meet the standards established above. Also, the Athletic Program is available to Homeschool students, for an established fee. Homeschool students will maintain the same high standards of Christian Character as full-time students.

Uniforms are the property of the school. Please sign them out through the coach and athletic director. Students are expected to clean the uniforms well before returning them at the end of the season.

Sports equipment should be signed out through the athletic director. Students must return the equipment generally available in the gym after usage.

Athletes are expected to participate in all practices and games unless they receive prior permission from the coach, or they are under academic probation.

Locker rooms are to be kept free of personal belongings. Belongings left in the locker rooms overnight will be removed by the maintenance staff and taken to the Lost and Found at the beginning of each day. (This will give students involved in sports time to retrieve belongings after practice.)

Students may use the gym when supervised by an adult. No students should be in the gym during school hours unless scheduled for Physical Education.

Concessions will be available during games.

Attendance at the Sports Awards Presentation Event is expected of all students participating in any of the team sports. All participants should want to honor the teams, the coaches, and any individual accomplishments of their teammates.

Library

The library will be open during scheduled times. Books may be checked out of the library for a designated period of time. A late fee will be charged for books not returned by the date due. Parents will be billed for lost books.

The LCA library has a limited selection of books. High school students need to have a card for their public library. The LCA library stocks books for elementary students, and Christian reading for all ages.

Official Activities

School activities include outings, trips, competitions, fundraisers, parties, etc. There is a great responsibility to properly supervise students on and away from the campus. Therefore, all official school activities must be approved by the administration. Before the activity, parents will be asked to sign and return a permission slip. Costs for activities may be passed on to the students.

Unofficial activities will not be the responsibility of the school. Parents, teachers, and students should not plan activities using the school's name without permission from the administration.

Yearbook

Yearbooks will be distributed in the spring. LCA will endeavor to keep the cost of the yearbook to a minimum through advertising and other means. Each senior will receive a yearbook. Each family will receive a yearbook. You may purchase extra yearbooks from the office. Parents and students can purchase ads

to promote businesses or to send messages to a graduating senior. All ads must be approved on content and appropriateness.

Fundraising

In order to keep tuition affordable and still offer an exceptional program, Lebanon Christian Academy raises funds through various means. Our philosophy is to develop Christian relationships and let God touch people's hearts. All families are asked to participate whenever possible.

Cell Phones

Cell phones brought on campus must be turned off and kept in the student's locker for the entire school day. Cell phones may be carried to athletic events but must not be turned on or used until after the student has completed his/her game.

While we cannot address every issue in the handbook, we reserve the right as administration to make decisions in the best interests of Lebanon Christian Academy.

Revised 8/17/18

TO PRESERVE a godly generation

By building on the biblical foundations laid in Christian homes.

TO PROMOTE a godly generation

By aiding Christian homes in the training of their children.

TO PRODUCE a godly generation

With a fundamental, biblical worldview that recognizes God as the only source of knowledge and His word, the Holy Bible, as the filter through which we view all fields of study.

TO PREPARE a godly generation

To be the future leaders of the homes, churches, and communities of Lebanon County and the surrounding areas.

TO PROVIDE a godly generation

With an educational environment that values diligent work ethic and aspires to excellence in a caring and uniquely Christian atmosphere.

TO PROTECT a godly generation

Lebanon Christian Academy 



