



Headmaster - Jon Spellman, MPT, DMin
Principal-Tina Spellman, MA, Christian Ed
www.livingwaychristianacademy.org

Living Way Christian Academy 2021- 2022

WORLD CHANGERS!!



118 East George St
Adairsville, Ga 30103
770-877-3600



Our Mission

Preparing rising generations to change the world through academic excellence, Christ centered education, personal mentorship and hands on community involvement.

Our Values

- The Word of God-It is our standard for living. Daily study and memorization builds the foundation for all that we are and all that we are becoming.
- Personal growth and transformation-As we learn and apply the principles of God's Word to our lives on a daily basis personal growth and transformation will be the result.
- Healthy self perspective-Understanding each person's unique, individual design, strategically crafted by God for a specific purpose. Healthy self-perspective leads to a healthy life perspective.
- Discipleship- Depositing the Word of God diligently and carefully into the hearts of others as we live life together, expecting life transformation to be the result. We all are called to disciple and to be discipled regardless of age.
- Excellence-ALL efforts should be done to the BEST of our abilities as if we are doing them for the Lord. Excellence is the standard, not the option.
- Patriotism-As citizens of the United States of America, we unapologetically pledge to our flag, support our military and pray for our country's leadership.

The Living Way Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, ethnic and national origin in administration of its education policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.



118 East George St
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The Academy shall be open to all on the following basis:

1. All prospective students and their parents (both) shall meet with the school staff for an examination conference. Such conference would be held to determine the Christian character and personal integrity of those wishing to enter the Academy.
2. All students and parents shall sign, hold to and actively seek to follow the rules and regulations set forth in this school handbook, and the Standard of Conduct form, knowing that violation of such rules could constitute dismissal from the Academy.
3. The Parent/Guardian will be responsible for the cost of the student attending the Academy. A weekly education fee (tuition) will be assessed for each student and discussed upon enrollment. ***Lack of payment may necessitate the removal of the student from the Academy. Please note that this is NOT a punitive measure. This academy simply must have income in order to provide its service and tuition is the ONLY source of income for the academy. If you foresee a problem with an upcoming week's payment please come to the administration BEFORE it becomes delinquent, don't wait until it is late. HOWEVER, If an account does become more than 2 weeks delinquent the student will be denied access to online curriculum until paid in full. For those in books a late fee will be applied to your account.***
4. The academy administration reserves the right to interpret the rules and standards set forth in this handbook, and to make appropriate changes as needed.

ADMISSION PROCEDURES

1. School Handbook read and accepted by BOTH parent and student.
2. A completed application form and \$25.00 application fee is submitted along with any previous student records and transcripts available, including health forms, a copy of the child's birth certificate, and Social Security card.
3. The school office will then call the parents and schedule an admission interview attended by both parents and the student. (If single-parent family, then the custodial parent must attend.)
4. Diagnostic testing ***will be required*** prior to admission based upon past achievement.



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OPPORTUNITY

The objective in building a private Christian School is to obey the Scriptural imperative of Deuteronomy 6:5-7:

“...love the LORD thy God with all thine heart, and with all thy soul, and with all thy might. And these words, which I command thee this day, shall be in thine heart: And thou shalt teach them diligently unto thy children.”

And, of Proverbs 22:6 - to train up a child in THE WAY HE SHOULD GO. Teaching is training. Training for life must include training for eternity.

Our Academy is an extension of the ministry of **Living Way Foursquare Church** to train young people in a Christian environment for time and eternity. We provide support for parents as they educate their children. This support comes by way of on-campus instruction for a maximum of 40% of each school week with the remaining 60% being completed at home under the supervision of a parent.

Attendance at Living Way Christian Academy is a privilege and not a right.

The goal of this academy is not to reform, but to train Christian youth of every ability in the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity and good citizenship. This school stands, without apology, for the Gospel and the highest standards of morality and Christian behavior.

CHURCH AFFILIATION

It is our desire that each family attends a Bible-believing church of their choosing. ***This is not a requirement for attending Living Way Christian Academy but is strongly recommended.***

STATEMENT OF FAITH

We believe in:

- The inspiration of the Bible, equally in all parts and without error in its origin;
- The one God, eternally-existent Father, Son and Holy Spirit, Who created man by a direct and immediate act;
- The pre-existence, incarnation, virgin birth, sinless life, substitutionary death, bodily resurrection, Ascension to Heaven, and the second coming of the Lord Jesus Christ;
- The fall of man, the need of regeneration by the operation of the Holy Spirit on the basis of grace alone, and the resurrection of all to life or damnation; and
- The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world and its standards.

CHRISTIAN AMERICANISM

Christian Americanism places emphasis upon the greatness of America's heritage and the sacrifices of her heroes. America's Constitution guarantees liberties to educate in order to preserve freedom. We, unashamedly, teach the Biblical doctrines of self-discipline, respect for those in authority, obedience to law, and their natural outgrowth and love for flag and country.

Two types of partnership:



118 East George St
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Fully Accredited enrollment. Students enrolled in the accredited enrollment will be required to follow all student procedures and schedule as stated in the student handbook. Students must use the prescribed curriculum of the Academy. All testing **MUST** be done on campus and any classes taught on campus must be attended weekly for credit towards graduation.

Home School Member. In an effort to provide support for homeschool families who may not be interested in being fully enrolled at LWCA , the academy has created a homeschool member option.

This option is as follows:

\$400 yearly membership fee per family.

As a member you will have access to take any classes offered on campus at the following rates:

1 student \$25 per week

2 or more students \$40 per week

(Additional fees may be required for science classes)

Accredited transcripts will be issued for those classes taken for high school credits upon completion.

Classes offered 2020-2021 School Year

Non Credit earning:

PE

Community Service

Standardized Testing*

Field trips*

Reinforcement class

(multiplication tables, parts of speech, fractions, creative writing)

H.S. Credit Earning:

Pre-Algebra

Algebra 1

Chemistry

Biology

Community Service

Leadership

PE



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On Campus Days Daily Schedule

7:45-8:00	Leadership Team Prayer Time
8:00am	School Starts
8:00-8:45	Chapel
8:45-9:00	Break
9:00-10:00	1st period
10:00-11:00	2nd period
11:00-12:00	Lunch
12:00-1:00	3rd period
1:00-2:00	4th period
2:00-2:45	5th period

CURRICULUM

Living Way Christian Academy uses the individualized, interactive, web based curriculum published by **Alpha Omega**. In addition to academic excellence, the advantages of the Alpha Omega curriculum are its emphasis on individual instruction, digital literacy, its promotion of the development of student responsibility, and its encouragement of Christian character development. Kindergarten through second grade use **ACE** curriculum which is based upon the same values

GRADING SCALE

A 4.0 scale is in place.

GRADUATION REQUIREMENTS

Students must complete all prescribed courses associated with the diploma type being pursued. Satisfactory grades must be achieved in each class



118 East George St
Adairsville, Ga 30103
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REPEATED CLASSES

If a student fails to achieve a passing grade in a required class, he/she will be required to repeat the class until a passing grade is attained.

STANDARDS OF CONDUCT

Students are expected to act in an orderly and respectful manner, maintaining Christian standards of courtesy, kindness, language, morality, and honesty. Students must agree to strive toward unquestionable character in dress, conduct, and attitude.

Students whose conduct away from the school may bring discredit, embarrassment, or unfavorable attention upon the school, will have their enrollment assessed during a conference with their parents.

Any student observing questionable activities or overhearing conversations which are contrary to the policies of this academy should immediately discuss the matter with the supervisor. THIS IS NOT TATTLING. It has been said, "All it takes for evil to triumph is for good men to do nothing." "...to him that knows to do good, and does it not, to him it is sin." James 4:17

ACCREDITATION

This academy is "Accredited Fully with Quality" by the Georgia Accrediting Commission (GAC) as a non-traditional learning center.

PARENTAL INVOLVEMENT

Parent orientation and conferences promote a good understanding between parents/guardians and the faculty/administration of this school. Every parent is required to participate in these informative and helpful programs, NO EXCEPTIONS. No student will be considered enrolled until all appropriate forms are on file, fees paid, and Parent Orientation has been completed.



118 East George St
Adairsville, Ga 30103
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2021 - 2022 School Year
TUITION AND FEES

- ⇒ Pre-K Students - 40 Week Payment Schedule \$3,000 Per Year Tuition
 - o \$75.00 per student per week
- ⇒ K - 12th Grade Student - 40 Week Payment Schedule \$3,000 Per Year Tuition
 - o \$75.00 per student per week.
- ⇒ Special Needs Students -40 Week Payment Schedule \$8,000 Per Year Tuition
 - o \$200.00 per student per week
- ⇒ K - 12th Grade Homeschool Member - \$400 Per Year
 - o \$25.00 for 1 student per week/ \$40.00 for 2 or more

Early Payment Discounts

Full year pre-payment discount if paid on or before August 24, 2021.

- o 10% Discount if paid in full by August 24, 2021
- o 8% Discount if paying the year in full via credit or debit card
- o Multi child family discounts available

Tuition Payments for the 2021-2022 School year begin on Thursday, August 26, 2021 and are due on Thursday of each week for 40 consecutive weeks including holidays, work at home days, sick days, inclement weather, and if the student stays home for any reason - PAYMENTS ARE STILL DUE. Parents of Students receiving GSNS will be expected to cover all fees that are due prior to receipt of scholarship checks.

CURRICULUM FEES

- ⇒ PreK-Kindergarten Curriculum - \$250.00
- ⇒ 1st grade- 8th grade Curriculum - \$350.00
- ⇒ 9th-12th grade Curriculum - \$400.00
- ⇒ CURRICULUM not paid by August 11th will result in a \$15 late fee

Students are issued a yearly license for the Ignitia curriculum. Curriculum fee must be paid in full before the student can begin for the year. Paces for Kindergarten-2nd grade and High School text books WILL NOT be ordered until paid in full.



118 East George St
Adairsville, Ga 30103
770-877-3600



ATTENDANCE REQUIREMENTS FOR FULLY ACCREDITED ENROLLMENT

Students are expected to complete daily assignments and attend campus on Tuesday thru Thursday. Should a child miss a day of school due to illness, a message from the parent **MUST** be sent the day of to the supervisor or the absence(s) will be considered unexcused. A full time student is allowed eight (8) EXCUSED absences per year.

UNEXCUSED absences are NOT ALLOWED!

- A parent conference may be scheduled immediately if a child is absent with no excuse.
- A parent conference will be scheduled immediately to discuss truancy issues if a child exceeds 8 excused absences.
- Any goals from the missed day will be due the day they return as well as that day's goals.
- Unexcused absences after 8 are reported to the truancy office.
- **ALL ABSENCES MUST BE REPORTED WHETHER EXCUSED OR UNEXCUSED TO THE OFFICE.**

Students must have permission to be absent from school, so if you have a vacation planned or any circumstance that would require your child to be out of school for any reason, please contact the office ASAP. All assignments will be due immediately upon return.

MEDICAL GUIDELINES

No staff member will be allowed to administer any medicines, to any student for headaches, fever, or other reasons without a signed release from parent. Prescription medicine must be in original container with printed label stating dosage requirements.

DISCLOSURE

Living Way Christian Academy and Living Way Foursquare Church accepts no financial responsibility for accidental injuries occurring at school or in the realm of school functions. Signing the application releases Living Way Christian Academy and Living Way Foursquare Church from any such obligations.

TRANSPORTATION

Cars and bikes should be locked. All students must stay out of and off vehicles from the time school begins until dismissal. Only licensed drivers are permitted to drive automobiles to the school. Teenage drivers may only drive members of their immediate family unless an arrangement has been made in writing through the school office. No one will be permitted to ride with another student or parent without the written permission of a parent given directly to the school staff. **A phone call will not be accepted.**

LOST AND FOUND

The Lost and Found Department of the school is operated from the school office. At the end of each quarter, all items which have not been picked up will become the property of



118 East George St
Adairsville, Ga 30103
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the school and will be disposed of or donated to a local charity. Please label all your child's clothing and personal belongings.

CLOTHING REQUIREMENTS AND PERSONAL APPEARANCE

It is our desire to train students how to dress modestly and appropriately in a given setting. For this reason, we will be implementing a dress code. If any member of the school staff deems an item not listed as inappropriate it may not be worn again. Piercings and colored hair are allowed BUT must be done in a tasteful manner. Male students with facial hair must keep it trimmed and appropriately groomed and hair must be kept in a respectable manner.

DRESS CODE SPECIFICATIONS

- Loose fitting shirt (no spaghetti straps)
- Pants of your choice. However, holes or rips must be mid thigh or below and appropriate fit.
- Shorts must have at least a 4 inch inseam.
- Skorts or skirts may also be worn by girls
- Students may wear shoes of their choice but should make sure they are appropriate for the days activities (ie, PE days)
- Field Trips- Each student will be REQUIRED to wear school shirt with blue jeans or skirt for girls and casual shoes. No flip flops on field trips.

Staff maintains the right to determine if an item fits properly

Students coming to school with dress code violations will be assessed the following demerits:

- First Offense - Warning;
- Second Offense - Automatic 20 minute detention;
- Third Offense – Automatic 30 minute detention. The student will be required to stay in their office for the remainder of the day or until the violation is corrected.
- Fourth offense- Automatic 40 minute detention and the student will also be required to stay in their office for the remainder of the day or until the violation is corrected.

SPECIAL ACTIVITIES

Students who attend official school activities either on or off campus during school or after school hours must meet school dress code standards, unless specified by school administrator.

**** SPECIAL NOTICE ****

All parents and guests of parents and students are asked to do their best to conform to the dress code standards of the school when working or volunteering for school activities. It is understandable if you are coming from work or some other location, and cannot comply, just do your best.



118 East George St
Adairsville, Ga 30103
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LUNCH PROCEDURES

Eat only at assigned areas. *The Microwave is to be used only for heating appropriate items. (Example - leftovers from the night before, pizza, hamburgers, hot dogs, soup, etc.) Put trash in wastebaskets. Be sure your place at the table has been cleaned up by you. After the assigned eating time, go to the recreational area after receiving permission to be dismissed. *STUDENTS MUST BRING ALL UTENSILS NEEDED TO EAT THEIR LUNCH INCLUDING BOWLS OR PLATES, FORKS OR SPOONS, etc*

OFF LIMITS

- Other students' work space
- School office when staff is not in attendance
- Learning Center when staff is not in attendance
- Any files of school nature
- Autos and parking area
- Any areas that the Staff deem it necessary to make off limits

Closed Campus Policy

Students may not leave the school grounds during school hours without permission from the Principal and parent. **Students not enrolled at Living Way will not be allowed on campus without permission from principal.**



118 East George St
Adairsville, Ga 30103
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DISCIPLINE

This is not a corrective institution; consequently, we ask that a child not be enrolled with the idea that we will reform him/her. We are here to work with the home, but not to take the place of parents who have experienced difficulty in fulfilling their roles.

- All new students are admitted on probation for the first six weeks of school.
- The student must at all times conduct himself/herself in a manner becoming to a Christian. GRIPING IS NOT TOLERATED! If your child does come home complaining about a policy or discipline, please follow this procedure:
 1. Give the staff the benefit of the doubt.
 2. Realize that your child's reporting could be emotionally biased and may not include all the information.
 3. Realize that the school has reasons for ALL OF ITS RULES and that they are enforced without partiality.
 4. Support the Administration and call the school for all the facts.

When a child's attitude is not in accord with school policies or principles, the child will be spoken to by the principal, who will give Biblical direction for maintaining a proper Christian attitude. If this does not help, the child will be placed on probation and both parents will be called for a conference with the administration. If the administration feels the situation has not changed within two weeks, the parents will be asked to withdraw the child.

Should a child's actions become disruptive to the class so as to violate school policies willfully, or the showing of disrespect for authority, the child will not be permitted to return to school until the father has spoken to the Principal concerning the situation. If the mother is legal guardian, she must follow same procedure. Out of School suspension may be administered after speaking with the parent.

High school students, in particular-because of their testimony before younger children - are asked to adhere to the school's philosophy and Christ-centered program. Such adherence includes abstaining from smoking, use of alcoholic beverages, use of narcotics, swearing, public displays of affection between young men and young ladies, and any other questionable practices.

This school is dedicated to the training of children in a program of study, activity, and living that is Christ-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 honorably before all men."



118 East George St
Adairsville, Ga 30103
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Students are reminded that the Lord Jesus Christ expects us to become disciplined in all of life:

- “Children, obey your parents in all things: for this is well pleasing unto the Lord.” Colossians 3:20
- “Let every soul be subject unto the higher powers...” Romans 13:1
- “Obey them that have the rule over you, and submit yourselves...” Hebrews 13:17
- For the commandment is a lamp; and the law is a light; and reproofs of instruction are the way of life.” Proverbs 10:17
- “Chasten thy son while there is hope, and let not thy soul spare for his crying.” Proverbs 19:18
- “Foolishness is bound in the heart of a child; but the rod of correction shall drive it far from him.” Proverbs 22:15

GENERAL COMMENTS FOR PARENTS AND STUDENTS – Please ensure your children fully understand these rules.

Gripping:

- Gripping is not tolerated (detentions for violations)

Property:

- Marked on, defaced, or broken property is to be replaced at the offending student's expense. If done on purpose, demerits issued accordingly.
- **THERE IS A NO TOLERANCE POLICY – NO KNIVES, GUNS, FIREARMS, FIREWORKS, MATCHES, TOBACCO, DRUGS or ALCOHOL are allowed on the PROPERTY (including parking lots) at any point. Any violation of this policy will result in a parent conference and/or the sheriff's office being called.**

Language:

- Use only words which glorify the Lord. Profanity and swearing are unacceptable.

“Six-inch” Rule

- All students should keep “hands off other students” - six inch rule for young ladies and young gentlemen.

TARDY

- * Any student not in the Learning Center at 8:00 a.m. will be considered tardy.
- * Please ensure that you allow enough time at home as children will NOT be allowed to eat their breakfast during or after opening exercises.
- * Anyone tardy will be required to bring a signed note from home or go immediately to office upon arrival at school.

INCENTIVE PROGRAM

Children will be given opportunities to earn merits for various things. They can spend these merits at the school store.

FIELD TRIPS



118 East George St
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Field trips may be taken periodically. Student drivers will only be allowed to drive on field trips if they prove with a work schedule that they must leave for work before we'll be returning.

WORK POLICY

All students at Living Way are full-time students. To insure that everyone receives maximum spiritual, academic, and social benefit from school activities, no student is permitted to leave the campus before the normal end of the school day, unless he or she is working on an approved work-release program (student must provide a weekly work schedule). ***It must also be remembered that if a student earns a detention, serving that detention takes priority over after-school jobs.*** If a student fails to meet academic obligations, parents may be asked to consider fewer work hours for the student.

GRADUATION REQUIREMENTS

- * Each student of high school age shall be given an Academic Projection towards Graduation. Such projection shall be drawn up at the time of the students entering high school, or at the time of enrollment, if the student has already attained high school age or rank academically. This projection shall be signed by the parent/guardian and school staff official at that time. There are three major courses of study for the school program.

1. College Preparatory with Honors
2. College Preparatory
3. Career Technical

- * A diploma will be awarded upon the completion of ALL required work according to the Academic Projection sheet.

NO STUDENT ABOVE SIXTH GRADE WILL BE ACCEPTED UNLESS TRANSFERRING FROM ANOTHER ACCREDITED PRIVATE SCHOOL OR HOMESCHOOL (HOMESCHOOLERS WILL BE ASSESSED INDIVIDUALLY)

- * In addition, every senior must give a 3-5 minute speech on "Christian Education and What It Means To Me," at their graduation ceremony.

There is a \$75.00 Graduation Fee that is added to every senior's bill.

Anyone with an outstanding bill will not be allowed to participate in graduation services or receive transcripts until the bill is settled in full.

We require all families to participate in fundraising, outreaches, and community events. Living Way Students are called to be World Changers. The commitment of not only the student(s) but the family is KEY!



118 East George St
Adairsville, Ga 30103
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Miscellaneous Fees charged throughout the year

Students Fees- DUE UPON ENROLLMENT

Enrollment Fee	\$25.00 – Due by August 19 th
Stanford Yearly Testing Fee	\$45.00 (This is for grades K – 12)
OLSAT Yearly Testing Fee	\$15.00 (This is for grades 5, 8, 10)



118 East George St
Adairsville, Ga 30103
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Please return this form by the first day of school

Myself, Spouse, and Child(ren) have read and fully understand all the rules and regulations outlined in the handbook. We agree to abide by these rules and regulations as our commitment to be part of the Living Way Christian Academy Team!

Father's Signature

Mother's Signature

Child's Signature

Child's Signature

Child's Signature



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