



TEMPLE
CHRISTIAN ACADEMY

STUDENT HANDBOOK

CONTACT INFORMATION:

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FROM THE PASTOR'S PEN

We count it a great joy that you would consider our school family. Remember, enrollment here is an amazing privilege and one to be guarded and appreciated; with privilege, comes responsibility. It is our purpose in this handbook to outline some of those responsibilities in order that you might have a clear understanding of our philosophy and purpose.

Temple Christian Academy is a ministry of the Mount Vernon Baptist Temple and functions under the direction of the church. As pastor of the church, it is my privilege to also be in the position of Administrator of the school. I love our ministry and school. It is truly a privilege to mentor and train the next generation for Jesus Christ.

There are three key areas of life that affect the development of our youth: church, school, and home. With a firm conviction that all three areas should be in perfect harmony and not contradictory, Temple Christian Academy was developed in order to combine these three areas as a dynamic trio, by emphasizing the preeminence of God in each area. This creates a continuity of philosophy, developing Christian character in every phase of life.

Our standards in the school are high. We believe all that we do should be glory and honor to Him. It behooves us to maintain a quality, unequaled environment excelling in all ways. The book of Proverbs states in Proverbs 22:6, "Train up a child in the way he should go, and when he is old, he will not depart from it." Thus, we are in a training process, an overall concept of developing Christian character in a God-honoring environment while your child is in school. If we are to reach the goals and strive for the ideals necessary for academic excellence in Christian maturity, there must be cooperation on the part of the parent, the teacher, and the student. This booklet does not attempt to itemize details or to cover every infraction. However, we believe our standards and appearances must be above and beyond the standards of the secular world and should be based on God's standards as specified in Romans 12:1-2.

We thank God for His leadership, His guidance, and for His constant watch-care over the preparation of this school. We thank God for a dedicated staff. We thank God for a church that cares. We thank God for parents who care.

My door is always open. If I can be of any personal help or of assistance, please feel free to call on me.

Respectfully,



Joshua C. Lehman
Administrator

MINISTRY RELATIONSHIP AND SPIRITUAL AUTHORITY

Temple Christian Academy is not an independent institution but an inseparable ministry of Mount Vernon Baptist Temple. The academy operates under the spiritual leadership and authority of the church, ensuring that all instruction, policies, and practices align with the church's biblical convictions.

We stand unapologetically on the Word of God, the old-time Gospel, and the highest standards of Christian conduct. As a ministry of the local church, Temple Christian Academy exists to support and extend the church's mission by training students in biblical truth, godly character, and faithful living.

Enrollment at Temple Christian Academy is a privilege, not a right. Families who choose to enroll do so in agreement with the school's mission, vision, and biblical standards. Our goal is not merely reformation of behavior but transformation of the heart, training students to live by the highest principles of faith, leadership, and godliness.

Every policy, rule, and standard of Temple Christian Academy is rooted in Scripture and designed to guide students toward a life that honors and glorifies God in all things.

ANNUAL REPORT TO PARENTS

To: The Parents of Students Attending Temple Christian Academy

Re: Annual Report to Parents

Date: April 1, 2026

Our school, which is not chartered or seeking a charter from the Ohio State Board of Education because of truly held religious beliefs, is reporting to you that we meet all standards required by the state for operating a non-chartered, non-tax supported school. Our school is located within the East Knox Local School District.

The standards established by the state, with which we fully comply, are as follows:

- A. **School year:** The school shall be open for instruction with pupils in attendance for not less than one thousand and one hours of instructional time each school year according to section 3313.48 of the Revised Code.
- B. **School day:** The school day for pupils in grades one (1) through twelve (12) shall be no less than five (5) hours exclusive of the noon recess according to section 3313.48 of the Revised Code.
- C. **Pupil Attendance:** Pupil attendance shall be reported to facilitate administration of laws relating to compulsory education and employment of minors. Parents shall be responsible for reporting their child's school enrollment or withdrawal. An individual in charge of the non-chartered, non-tax supported school may, as a matter of convenience, provide the report for the parent.
 - a. The attendance report shall include the name, age and place of residence of each pupil below eighteen years of age.
 - b. The report shall be made to the treasurer of the board of education of the city, exempted village, or local school district in which the pupil resides.
 - c. The report shall be made within the first two weeks of the beginning of each school year. In the case of pupil withdrawal or entrance during the school year, notice shall be given to the treasurer of the appropriate board(s) of education. Such notice shall be given within the first week of the next school month.
- D. **Teacher and administrator qualifications:** Teachers and administrators shall have received a bachelor's degree or the equivalent thereof from a recognized college or university or have "attended and received a diploma from a 'bible college' or 'bible institute' described in division (E) of section 1713.02 of the Revised Code."
- E. **Courses of study:** Each non-chartered, non-tax supported school shall have courses of study for the following subjects:
 - a. Language arts
 - b. Geography, U.S. History and Ohio History, Government
 - c. Mathematics
 - d. Science

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|----|--------------------------------|---|
| e. | Health | prevention |
| f. | Physical Education | i. Other subjects as prescribed |
| g. | The fine arts, including music | by the non-chartered, non-tax supported |
| h. | First aid, safety and fire | school |

F. **Pupil promotion:** Each non-chartered, non-tax supported school shall follow regular procedures for promotion from grade to grade of pupils who have met the school's educational requirements.

G. **Pupil health and safety:** Each non-chartered, non-tax supported school shall comply with state and local health, fire and safety laws.

H. Pupils attending a non-chartered, non-tax supported school are not entitled to pupil transportation as provided pursuant to section 3327.01 of the Revised Code, and pupils attending a non-chartered, non-tax supported school are not entitled to auxiliary services as provided pursuant to section 3317.06 of the Revised Code. A non-chartered, non-tax supported school is not entitled to nonpublic administrative cost reimbursement provided pursuant to section 3317.063 of the Revised Code.

I certify that all of the above information is true, accurate and complete and that the school meets Ohio minimum standards of non-chartered, non-tax supported schools cited in OAC Rule 3301-35-08(A) to (H).

Respectfully,



Joshua C. Lehman
Administrator
Temple Christian Academy

PUBLIC NOTICE

Temple Christian Academy hereby gives notice that the school's governing body has authorized certain staff members to carry firearms while on school property. This decision has been made in accordance with Ohio law, including the requirements set forth in ORC §§ 2923.122 and 5502.703.

Any staff member who has been authorized has successfully completed the required training and an annual criminal background check. The school will continue to ensure compliance with all state training, authorization, and reporting requirements.

This measure is intended solely to enhance the safety and security of our students, staff, and school community.

Questions regarding this notice may be directed to the school office at 740.397.7572, or office@templechristianacademy.org.

Temple Christian Academy
January 1, 2026

MISSION, VISION, AND DISCIPLESHIP PATHWAY

Our Mission - Temple Christian Academy exists to disciple students through Christ-centered education by engaging them where they are, edifying the whole person through biblical truth and academic excellence, and equipping them to live with integrity and faithfully influence their families, churches, and communities for Jesus Christ.

Our Vision - Our vision is to see lives, families, and communities shaped for Jesus Christ through generations of students who live with biblical conviction, integrity, and servant leadership.

Our Discipleship Pathway: Engage • Edify • Equip - At Temple Christian Academy, education is more than academic instruction. It is a discipleship journey. Every student is guided through a clear and intentional pathway that shapes both who they are and how they live.

Engage

We engage students by meeting them where they are spiritually, academically, emotionally, mentally, and physically. Through caring relationships and Gospel-centered truth, we seek to know each student personally and help them grow from their individual starting point.

Edify

We edify students by intentionally building their lives on biblical truth. Through Christ-centered instruction, character development, accountability, and a commitment to academic excellence, students are strengthened in mind, heart, and character.

Equip

We equip students by preparing them for life beyond our walls. Students are taught to apply biblical truth, live with integrity, serve others, and faithfully influence their families, churches, and communities for Jesus Christ.

What This Means for Our School Community

Because this mission and pathway guide everything we do:

- Teachers serve as disciplers who teach with purpose, care for students intentionally, and integrate biblical truth into every subject.
- Students are expected to grow academically, spiritually, and personally as they take increasing responsibility for their learning and conduct.
- Parents partner with the school in supporting character development, biblical worldview formation, and academic growth.
- Discipline is formative, seeking restoration and growth rather than mere punishment.

Biblical Foundation and Christ-Centered Education

Temple Christian Academy is founded upon the unchanging truth of God's Word. As a ministry of Mount Vernon Baptist Temple, our school exists to support the mission of the local church by providing Christ-centered education that discipless students and prepares them for faithful life and service to the Lord.

Our commitment to discipleship includes clearly presenting the Gospel of Jesus Christ and guiding students toward spiritual growth grounded in biblical truth. Academic instruction, character formation, and spiritual development are intentionally integrated to prepare students for both this life and eternity.

Parental Partnership

The Bible teaches that parents are the primary educators and spiritual leaders of their children (Deuteronomy 6:5–7; Proverbs 22:6; Ephesians 6:4). Temple Christian Academy serves as an extension of the Christian home, partnering with parents to educate and disciple students according to biblical principles.

We take seriously our responsibility to support families as they raise children in the nurture and admonition of the Lord, providing an environment that reinforces biblical truth and guards against worldly philosophies (Psalm 127:3–5).

Academic Excellence with a Biblical Worldview

Temple Christian Academy provides a structured, traditional education designed to cultivate disciplined thinking, strong reasoning skills, and a biblical worldview. Academic excellence is pursued as an act of stewardship and obedience to God.

Our approach to education includes:

- Mastery of core academic subjects through effective, time-tested teaching methods.
- Integration of biblical truth into every area of study.
- Development of discernment and critical thinking rooted in Scripture.
- High expectations for both students and teachers, pursued to the glory of God (Colossians 3:23).

Character Formation and Leadership Development

Character formation is essential to biblical discipleship. True Christian character is developed through obedience to God's Word, self-discipline, and consistent accountability.

Through instruction, example, and discipline, Temple Christian Academy seeks to cultivate in students:

- A love for God and His Word.
- Respect for authority in the home, church, and classroom.
- Personal integrity, responsibility, and servant leadership.
- A heart for faithful citizenship and service within their community.

Teachers at Temple Christian Academy serve as Christ-honoring examples, maintaining classroom authority while administering discipline with fairness, consistency, and a commitment to spiritual growth.

STATEMENT OF FAITH

1. We believe in the verbal inspiration and authority of the Scriptures.
2. We believe that the Bible reveals God, the fall of man, the way of salvation, and God's plan and purpose in the ages.
3. We believe in God the Father, God the Son, and God the Holy Spirit.
4. We believe in the deity, virgin birth, and bodily resurrection of Jesus Christ.
5. We believe that salvation is "by grace" plus nothing and minus nothing. The conditions to salvation are repentance and faith.
6. We believe that men are justified by faith alone and are accounted righteous before God only through the merit of our Lord and Savior Jesus Christ.
7. Justification is an eternal relationship that can never be broken.
8. We believe in the visible, personal, and pre-millennial return of Jesus Christ.
9. We believe in the everlasting conscious blessedness of the saved and the everlasting conscious punishment of the lost.

NON-DISCRIMINATION POLICY

Temple Christian Academy admits students of any race, color, sex, or national and ethnic origin to all rights, privileges, programs, and activities generally available to students at the academy. We do not discriminate on the basis of race, sex, color, or national and ethnic origin in the administration of our educational policies, admissions policies, scholarship and financial aid programs, athletic programs, or other school-administered activities.

However, as a ministry of Mount Vernon Baptist Temple and a distinctly Christian institution, TCA upholds biblical principles in all aspects of operation. As such, we reserve the right to deny admission or discontinue enrollment of any student whose lifestyle, conduct, or beliefs are inconsistent with the academy's **Statement of Faith, Standard of Conduct**, or other established policies. Our mission is to maintain an environment that honors Christ and fosters spiritual growth, academic excellence, and godly character in accordance with Scripture.

THE AUTHORITY OF SCRIPTURE IN LEARNING AND LIFE

At Temple Christian Academy, Bible study is foundational to education. It is not merely an additional subject but the cornerstone that enriches every academic discipline, including Math, English, History, Geography, Social Studies, and Science. True education cannot be attained apart from the knowledge of God's Word, for it provides both direction for this life and the only hope for the life to come.

The Bible, God's infallible and unchanging Word, is the ultimate source of truth. No other book so profoundly enriches the hearts and minds of men as "The Book of Books." As Abraham Lincoln once stated:

"In regards to this great Book (the Bible), I have but to say it is the best gift God has given to man. All the good the Savior gave to the world was communicated through this Book. But for it we could not know right from wrong. All things most desirable for man's welfare, here and hereafter, are found portrayed in it."

Education, in its truest sense, is preparation for life—but one is not ready for life until they are ready for eternity. Jesus Christ, the source of all life, is therefore the source of all true education. As John 14:6 declares, "I am the way, the truth, and the life: no man cometh unto the Father, but by me."

CHARACTER DEVELOPMENT AND CHRISTIAN LIVING

Character development is the most vital work of a school, and no other subject offers greater opportunity to lay the foundation for godly character than the study of Scripture. At TCA, we emphasize biblical character traits, instilling them in students year after year to help shape their spiritual, moral, and personal integrity.

To reinforce these principles, TCA utilizes biblically based curricula that:

- Incorporate Scripture memory to deepen students' knowledge and application of God's Word.
- Encourage a closer relationship with Jesus Christ.
- Foster moral character, personal accountability, and godly wisdom.
- Cultivate a sense of responsibility and integrity in all aspects of life.

Every standard of personal conduct, school policy, and academic subject at TCA is built upon these biblical principles, ensuring that students are prepared not only for their future careers but for a lifetime of faithful service to Christ.

As a ministry committed to the authority of Scripture, all Bible quotations and references at TCA are taken exclusively from the King James Version.

STUDENT ENROLLMENT POLICY

Enrollment at Temple Christian Academy is based on a student's academic history, an interview with the school administrator, and a signed agreement from the parents indicating their commitment to fully support and comply with the school's policies, expectations, and standards.

Please note: At this time, Temple Christian Academy is not equipped to serve students with significant physical disabilities or specialized educational needs.

For more information, parents may contact the church office or visit our website at www.tcamtvernon.org.

ENROLLMENT PROCEDURE

To enroll a student at Temple Christian Academy, the following steps must be completed:

Step 1: Submit an Application

Parents must complete the official application along with all required enrollment forms. These include:

- A copy of the student's immunization records
- A certified birth certificate
- A completed medical history form
- A copy of the student's most recent report card (if applicable)
- Payment of the registration fee

Step 2: Schedule an Interview

Once all forms have been submitted, an appointment will be scheduled for both the parents and the prospective student to meet with the school principal.

Step 3: Review the Handbook

Parents and students are required to read this handbook carefully prior to the interview. Familiarity with school policies ensures a shared understanding and commitment.

Step 4: Placement Testing

Students may be asked to take an entrance exam as determined by the administration, to help assess appropriate grade placement.

Step 5: Sign the Statement of Cooperation

A signed "Statement of Cooperation" is required, indicating that both the parents and the student agree to uphold the values and policies of Temple Christian Academy.

SCHOOL AUTHORITY AND ADMISSION RIGHTS

As a private Christian institution, Temple Christian Academy reserves the right to establish and maintain its own standards for student behavior, dress, hygiene, and academic performance. The school also reserves the right to:

- Decline admission to any applicant
- Suspend or dismiss any student who does not meet the expectations outlined in this handbook or in additional policies set forth by the administration or School Board

IMMUNIZATION REQUIREMENTS

In accordance with state law, all students must meet the immunization requirements established by the **Ohio Department of Health** prior to attending classes at Temple Christian Academy.

Students will not be permitted to enroll or begin attending school until one of the following is submitted:

- **A complete immunization record** that meets current state requirements, or
- **A valid Immunization Exemption Form** as recognized by the State of Ohio

It is the responsibility of the parent or guardian to ensure that all immunization documentation is current and on file with the school office before the first day of attendance.

GENERAL POLICIES AND PROCEDURES

ATTENDANCE AND TARDINESS

Temple Christian Academy is committed to cultivating a focused learning environment. Prompt and regular attendance is essential to a student's academic success and spiritual growth.

Tardiness

- Tardiness disrupts the learning environment and hinders both individual and class progress. Therefore, arriving on time is expected of all students.
- **Five (5) or more tardies** within a 9-week grading period may result in a one-day suspension at the discretion of the administration.
- **Each additional tardy beyond five** may result in **further disciplinary action, including additional suspensions or possible expulsion.**
- Missed work due to suspension will receive a **zero** and **may not be made up.**

Attendance

Temple Christian Academy honors Ohio State law regarding student attendance:

- **Any student who accumulates 30 days of absence**, for any reason, is subject to **grade retention** and may be required to **repeat the academic year.**

Regular attendance is expected and essential for success in the classroom. Families are encouraged to schedule vacations during school breaks. If a family trip must occur during school days:

- Notify the principal **at least one week in advance.**
- Absences may be considered **excused** if approved in advance.
- Teachers will prepare necessary assignments if sufficient notice is given.

Valid reasons for excused absences include:

1. Personal illness
2. Death in the immediate family
3. Medical or dental appointments
4. Pre-approved absences (e.g., family vacations, special events)

Unexcused absences (any absence not fitting the above) will result in a **zero for missed work** and **no opportunity for make-up.** Excessive unexcused absences may lead to **dismissal** from school. **Tuition refunds are not issued for absences.**

Documentation Requirements:

- **A written note from a parent** must accompany the student on the day they return to school.
- Without a written excuse, students will be temporarily admitted for **one day only.**
- After that, the excuse must be submitted or the absence will be recorded as **unexcused.**
- A **doctor's note is required** for any absences totaling more than **seven days** during the school year.

Partial Day Absences:

- Students leaving **before 12:00 PM** will be marked **absent for the entire day**.
- Students leaving **after 12:00 PM** will be marked **present for a half-day**.

School Events and Programs:

Participation in scheduled school programs is **required**. Absences may affect a student's grade. If a student must miss a required program, parents must notify the administration **several months in advance**.

ARRIVAL AND DISMISSAL

Students may not enter the building before 7:50 AM. Teachers will not be available to supervise students before this time.

Parents must arrange prompt pickup following the school day. Temple Christian Academy does not offer after-school care.

INCLEMENT WEATHER

In the event of inclement weather:

- School delays or closures will be communicated via **automated phone calls** and/or **text messages**.
- A calling list will be organized among staff and parents.
- Every effort will be made to notify families **as early as possible** on the morning of a delay or closure.

ELECTRONIC DEVICES AND CELL PHONES

To maintain a distraction-free learning environment:

- All **electronic and battery-powered devices** (except calculators for grades 8 and up, and wristwatches) are **not permitted** on campus.
- **Senior High students may not bring personal tablets or laptops** (unless granted permission)—computers will be provided for academic use.
- **Cell phones must remain silenced** and stored in a locker or school bag during school hours.
- Phones in violation of this policy may be confiscated and held in the school office until a parent retrieves them.

FINANCIAL INFORMATION

At Temple Christian Academy, tuition and fees play a vital role in supporting the day-to-day operations of the school. Each year, tuition rates are set by the administration and published prior to enrollment. While tuition payments are not tax-deductible, all contributions made as donations to the Academy are fully tax-deductible.

TUITION PAYMENTS

- **Due Date:** Monthly tuition payments are due by the **1st day of each month**.
- **Late Payments:** A **2% late fee** may be added to unpaid balances beginning on the **2nd day of the month**.

- If tuition is **not paid by the 10th**, the student will not be allowed to attend classes until the account is current.
- **Returned Checks:** A **\$25 fee** will be charged for all returned checks.

REFUND POLICY

- No tuition refunds will be issued for students who are **expelled** from the Academy.
- No tuition refunds will be issued for the **month of withdrawal**, regardless of the withdrawal date.
(Example: A student who withdraws on March 5 will not receive a refund for March tuition.)

Advance Payment Refunds

If a family has paid the full-year tuition in advance, partial refunds may be issued based on the following schedule:

Withdrawal Period	Refund Percentage
First day of school through end of 1st month	80%
Start of 2nd month through 1st quarter	50%
Start of 2nd quarter through 2nd quarter	25%
After 2nd quarter ends	No refund

Additional Fees & Financial Responsibilities

- **Property Damage:** Parents (or students 18+) are financially responsible for any damage—accidental or intentional—to school or church property, including desks, chairs, furniture, or facilities.
- **Detention Fees:** A fee of **\$10 per 30-minute detention** will be charged.
- **Graduation Fee:** A **\$75 graduation fee** is required for all seniors. This covers cap and gown, diploma, and cover.
- **School Supplies:** Students must have all required supplies (as listed in the annual Supply List) by the **first day of school** or by their **first day of attendance** for late enrollments.
- **Uniforms:** Participation in certain school music programs may require a uniform purchase. Uniform costs will be announced annually.

COLLECTION POLICY

Parents or guardians are fully responsible for tuition payments. If an account becomes delinquent and requires external collection efforts:

- The **parent/guardian is liable** for all associated collection costs, including legal fees.
- Social Security numbers are required on the enrollment application for account identification and legal processing, if necessary.

SCHOLARSHIP OPPORTUNITIES

Temple Christian Academy is committed to helping families afford Christian education through a variety of scholarship options.

Two Types of Scholarships

1. **External Scholarships** – Funded by outside donors or organizations. These must be **fully applied first** before internal assistance is considered.
2. **Internal Scholarships** – Offered by TCA and applied **only after external funds are exhausted**. Internal scholarships cannot exceed the total tuition amount and are **non-refundable**.

Internal Scholarships Offered

- **Ministry Scholarship** – Up to **\$2,000** for families actively serving in **full-time ministry**.
- **Referral Scholarship** – Families receive **\$500** per referred family that enrolls.
- **Financial Scholarship** – Need-based tuition assistance offering up to **50%** off tuition, based on eligibility.
- **Legacy Scholarship** – Families receive a minimum **\$500** scholarship, increasing **\$250** per additional student following the 4th consecutive year of enrollment at TCA.

Note: Families may qualify for multiple scholarships. However, once the tuition balance reaches **\$0**, any remaining internal scholarship funds will not be applied or refunded.

Scholarship Stacking Example

Tuition: \$6,000

External Scholarship A: \$2,000

External Scholarship B: \$3,000

Internal Scholarship (TCA Assistance): \$2,000

Application Sequence:

Apply external scholarships:

- $\$6,000 - \$2,000 = \$4,000$ remaining
- $\$4,000 - \$3,000 = \$1,000$ remaining

Apply internal scholarship as needed:

- \$1,000 from internal scholarship applied
- **Final tuition balance: \$0**

The remaining \$1,000 of internal scholarship **will not be used**, as scholarships cannot exceed the tuition cost or result in a credit/refund.

For questions or assistance with scholarship applications, please contact the school office. We are here to partner with your family and make Christian education accessible and affordable.

STUDENT DRESS CODE

At Temple Christian Academy (TCA), students are expected to dress neatly, modestly, and in a way that supports our Christian values.

GENERAL GUIDELINES

- Students must wear school-approved uniform clothing at all times unless otherwise stated (e.g., special dress days).
- Failure to wear the school uniform may result in disciplinary action, including suspension from class.
- The administration reserves the right to determine whether a student's dress or appearance is appropriate and in accordance with school standards. TCA may revise the dress code at any time.

GIRLS DRESS CODE

General Standards

- Skirts and jumpers must reach the **middle of the kneecap or lower** while standing and/or sitting.
- Slits must not extend above the **top of the knee**.
- Bike shorts or ankle-length leggings may be worn (and are encouraged) underneath.
- Uniform clothing must be appropriately sized, ensuring a neat and modest appearance. Garments should not be excessively loose or form-fitting.
- Shirts must be of sufficient length to keep the waist area fully covered at all times, including when raising hands or bending.
- Hats may not be worn inside the school building.

Uniform Dress Clothing: (solid colors only)

Skirt/Jumper – Khaki, Navy Blue, Gray, or Black

Polo shirts – Navy Blue, Red, White

Sweaters & Outer Garments – Students may wear sweaters or other outer garments over their uniform shirts, as long as they are business casual in style. Hoodies, sweatshirts, and clothing with logos, pictures, or writing are not allowed. All outerwear should look neat and professional.

Hair Standards

Hairstyles should be neat and appropriate for school. Hair should be long enough to distinguish it from typical boys' haircuts and should not be shaved. Hair may be highlighted using natural colors, and any hair coloring should be subtle and consistent with a professional appearance.

Makeup/Nail polish

Students in grades 6 and below are not permitted to wear makeup. Students in grades 7 through 12 may wear makeup, provided it is natural and modest in appearance.

Shoes

Students may wear athletic, casual, or dress shoes that are clean and in good condition. Shoes must have a closed toe and closed heel for safety. Flip-flops, slides, slippers, and excessively high heels (over 3 inches) are not permitted. All footwear should be appropriate for a school setting and allow for safe, comfortable movement throughout the day.

Jackets, Coats & Sweatshirts

Outerwear should reflect the values and standards of the school. Jackets, coats, and other outdoor garments should be neat, appropriately sized, and free of designs, slogans, or styles that conflict with the school's philosophy. Outerwear is intended for outdoor use only and may not be worn during class.

Non-Uniform School Days

On designated special days (such as themed events or casual dress days), students may be permitted to wear non-uniform attire. Girls must wear dresses, skirts, or jumpers—denim skirts or dresses are acceptable—as long as the hem falls at or below the middle of the kneecap. Slits must not extend above the top of the knee.

Clothing must not be sheer, tight-fitting, or revealing in any way.

All other regular dress code guidelines apply on non-uniform days unless otherwise stated.

In certain cases, long, loose-fitting shorts that reach the knee may be allowed for special activities. If permitted, parents will receive prior notification from the administration.

P.E. Dress Code

Girls are expected to dress modestly and appropriately for physical education classes. They may wear plain, loose-fitting athletic pants or knee-length, loose-fitting shorts such as walking shorts or culottes. All shorts must reach the top of the knee or lower.

T-shirts must be regular length, ensuring the midsection remains covered during all physical activity. Athletic shoes with socks are required for participation. All clothing should be modest, non-form-fitting, and free of graphics or slogans that conflict with the values of Temple Christian Academy.

BOYS DRESS CODE

General Standards

- **Belts** must be worn with pants. Belts should be simple in style; studded or decorative belts are not permitted.
- **Fit of Clothing:** Uniform clothing must be appropriately sized—not oversized or tight. Pants should be loose-fitting and worn at the waist.
- **Shirts:** Polo shirts must be tucked in at all times.
- **Accessories:** Hats, hoods, or earrings may not be worn in the classroom.
- **Pants Style:** Pants should have standard dress-style pockets—two in front and two in back. Cargo pants or pants with excessive pockets are not permitted. Pant legs should be loose at the ankle and may not be tight-fitting or cuffed in a jogger style.
- **Special Dress Days:** On designated non-uniform days, boys may wear approved casual clothing in accordance with school dress guidelines.

Uniform Dress Clothing: (solid colors only)

Pants – Khaki, Navy Blue, Gray, or Black

Polo shirts – Navy Blue, Red, White

Sweaters & Outer Garments – Students may wear sweaters or other outer garments over their uniform shirts, as long as they are business casual in style. Hoodies, sweatshirts, and clothing with logos, pictures, or writing are not allowed. All outerwear should look neat and professional.

Hair Standards

Boys are expected to maintain a neat, traditional haircut. Hair should be short and evenly tapered on the top, back, and sides, without sharp contrasts in length. Hairstyles should not include shaved designs, extreme fades, or styles where the top is disproportionately longer than the sides.

Sideburns must be neatly trimmed and may not extend below the bottom of the ear opening. Facial hair, including mustaches and beards, is not allowed for students.

Shoes

Students may wear athletic, casual, or dress shoes that are clean and in good condition. Shoes must have a closed toe and closed heel for safety. Flip-flops, slides, slippers, and excessively high heels (over 3 inches) are not permitted. All footwear should be appropriate for a school setting and allow for safe, comfortable movement throughout the day.

Jackets, Coats & Sweatshirts

Outerwear should reflect the values and standards of the school. Jackets, coats, and other outdoor garments should be neat, appropriately sized, and free of designs, slogans, or styles that conflict with the school's philosophy. Outerwear is intended for outdoor use only and may not be worn during class.

Non-Uniform School Days

On special designated days (such as themed events or casual dress days), boys may wear non-uniform clothing while still observing school standards for modesty and appropriateness. Tank tops are not permitted.

Pants must have a traditional, straight-leg or classic cut. Blue jeans are allowed, provided they are clean, free of holes or tears, and not excessively baggy or tight. Pant legs should have a loose fit around the ankle—joggers or cuffed styles are not allowed.

T-shirts must not resemble undershirts and may not display messages, images, or slogans that conflict with the values or religious tenets of Temple Christian Academy. All other regular dress code guidelines apply unless otherwise noted by the administration.

P.E. Dress Code

Boys should dress appropriately for physical activity while maintaining modesty and cleanliness. Acceptable attire includes plain, loose-fitting athletic pants or knee-length shorts. Shorts must reach the top of the knee or lower and should not be tight-fitting or excessively baggy.

T-shirts must be modest in fit and length, covering the midsection at all times. Shirts should be free of inappropriate graphics, slogans, or images that conflict with the values of Temple Christian Academy. Athletic shoes with socks are required for participation.

CONCERT DRESS

Elementary Girls

- White Blouse
- Black Skirt
- Black dress shoes (no boots please)

Elementary Boys

- White button down dress shirt
- Black Dress Pants
- Black dress shoes

Jr/Sr High Girls

- Tops and Skirts provided by TCA
- Black dress shoes (no boots please)

Jr/Sr High Boys

- White button down dress shirt
- Black Sport Jacket
- Black dress pants
- Black dress shoes

DISCIPLINE

At Temple Christian Academy, we are committed to providing a safe, respectful, and orderly environment in which every student can thrive academically and spiritually. To achieve this, we maintain structured classrooms that promote courtesy, responsibility, and personal growth.

While we believe in clear correction and accountability, corporal punishment is not practiced at Temple Christian Academy. Instead, we follow a progressive discipline approach, designed to correct behavior in a loving and constructive manner.

MINOR INFRACTIONS

For minor classroom disruptions—such as excessive talking, off-task behavior (e.g., drawing during class), or repeated failure to complete assignments—teachers or aides will speak with the student respectfully and address the behavior directly. Consequences will correspond to the nature and frequency of the offense and may include verbal warnings, loss of privileges, or written reflections.

INTERMEDIATE OFFENSES

For more serious offenses—such as disrespect toward authority, disregard for school property, or continued minor infractions—parents will be notified through a written Demerit form. This document will outline the behavior in question and must be signed and returned by a parent or guardian. This step reinforces the vital partnership between home and school in supporting student behavior.

DETENTION FOR ONGOING OR SERIOUS OFFENSES

For persistent misbehavior or serious infractions—such as dishonesty, cheating, inappropriate language, or minor physical altercations—a student may be assigned after-school detention. A formal letter will be sent home detailing the reason for detention and the scheduled date.

- Detention will last one hour and consist of silent, supervised seatwork.
- A \$15.00 fee is required to cover supervision costs and must be paid when the detention is served.
- Failure to pay the fee or attend the detention may result in suspension until both requirements are fulfilled.

MAJOR INFRACTIONS

In cases of major misconduct—such as repeated defiance, obscene behavior, possession of inappropriate materials, or other actions deemed harmful to the school environment—suspension or expulsion may be necessary.

PARENT PARTNERSHIP

We deeply value the support of our parents and guardians. Discipline is most effective when school and home work together in unity and love. Our desire is not merely to correct behavior, but to help each student grow in character and Christlikeness. Thank you for partnering with us to maintain an environment where learning and spiritual development can flourish.

ACADEMICS

GRADING SCALE

The grading scale for all classes at Temple Christian Academy is as follows:

Percentage	Letter Grade	GPA
99-100	A+	4.0
96-98	A	4.0
93-95	A-	3.7
90-92	B+	3.3
87-89	B	3.0
84-86	B-	2.7
81-83	C+	2.3
78-80	C	2.0
75-79	C-	1.7
72-74	D+	1.3
69-71	D	1.0
66-69	D-	0.7
Below 65	F	0.0

HOMEWORK

At Temple Christian Academy, we prioritize maximizing classroom instruction and minimizing the burden of after-school assignments. Our aim is to create an effective learning environment during the school day so that students can enjoy rest, family time, church involvement, and personal development after school hours.

As a general rule, homework is not regularly assigned. However, it may occasionally be given when it is essential to support student learning. These instances may include:

- Completing work not finished during class time.
- Reinforcing newly taught concepts through brief practice.
- Addressing specific academic challenges or areas requiring remediation.
- Preparing for special assignments, such as book reports or projects, that cannot be completed during school hours.

When homework is assigned, it will be purposeful, limited in scope, and clearly communicated by the teacher.

Partnering with Parents

We value the support of our parents in helping students develop personal responsibility and good study habits. On occasions when homework is necessary, parents can assist in the following ways:

- Provide a quiet, well-lit space free from distractions like television, phones, or video games.
- Set aside a consistent time in the evening for study or reading.
- Check in periodically to offer guidance, but avoid completing assignments on your child's behalf.

- Encourage organization by ensuring needed supplies and materials are available.
- Use non-homework evenings as opportunities for review, reading, or family enrichment.

We believe that a balanced approach to learning—both in and out of the classroom—supports the overall well-being and long-term success of our students..

WEEKLY PROGRESS FOLDERS

To promote open communication and keep parents informed about their child's academic progress, Temple Christian Academy will send home all quizzes and tests on a weekly basis. This practice provides parents with the opportunity to review their child's performance, understand areas of strength and growth, and support their learning at home. We encourage parents to discuss these assessments with their children and contact the school with any questions or concerns.

REPORT CARDS

TCA issues report cards at the end of each academic quarter to provide parents with a summary of their child's academic progress and conduct. Report cards will be sent home with students promptly following the close of each quarter. We encourage parents to review the report carefully, discuss it with their child, and reach out to teachers or administration with any questions or concerns. This process helps foster ongoing partnership between home and school in supporting each student's success.

HONOR ROLL

Two Honor Roll lists will be posted at the end of each grading period.

- Principal's Roll (straight "A's")
- A Honor Roll (an "A" average)
- B Honor Roll (a "B" average)

The honor rolls are based upon objective grades achieved in academic subjects.

ILLNESS

Parents play a vital role in preventing the spread of illness within our school community. For the health and safety of your child and others, students who are unwell should remain at home until fully recovered.

Please keep your child at home if any of the following symptoms are present:

Fatigue or listlessness	Cough or runny nose
Sore throat	Stomachache
Diarrhea	Earache or ear discharge
Skin rash or sores	Nausea or vomiting

Headache

Chills

Redness or discharge from the eyes

Fever

If your child requires medication during school hours, the school must have a signed authorization form on file. Without this, parents or guardians will need to personally administer medication to their child.

In the event your child becomes ill during the school day, the school will promptly notify you. If you are unavailable, please ensure there is an emergency contact person who can care for your child.

GRADUATION REQUIREMENTS

At Temple Christian Academy, we are dedicated to preparing our students not only for successful completion of high school but also for meaningful and purposeful lives beyond graduation. Our graduation requirements are designed to meet or exceed the standards set by the State of Ohio, ensuring that every student acquires a strong foundation in academics, critical thinking, and personal development.

These requirements include a balanced curriculum across core subjects, opportunities for career and college readiness, and the demonstration of competency and readiness through a variety of pathways. We encourage students and families to actively engage in graduation planning to select courses and experiences that align with each student's goals and aspirations.

CREDIT REQUIREMENTS

Students must earn a minimum of 22 credits to graduate, distributed as follows:

SUBJECT AREA	CREDITS REQUIRED
Mathematics	4
English Language Arts	4
Science	3
Social Studies	3
Physical Education	0.5
Electives	7.5

OHIO STATE-SPECIFIC REQUIREMENTS

In addition to our school's core curriculum, TCA aligns with all state-mandated requirements to ensure students meet Ohio's educational standards for graduation. These specific requirements include coursework in key academic areas, such as economics, financial literacy, fine arts, and a well-rounded sequence of math, science, and social studies. Meeting these guidelines prepares students for success in college, careers, and civic life.

- **Economics and Financial Literacy:** Instruction is required in high school.
- **Fine Arts:** At least two semesters of fine arts courses are required during grades 7-12.
- **Mathematics:** Four units required, including one unit of Algebra II or its equivalent.
 - *Exceptions:* Algebra II or advanced computer science is not required for students pursuing career-technical pathways.
- **Science:** Must include:
 - One unit of physical sciences
 - One unit of life sciences
 - One unit of advanced science (e.g., chemistry, physics, advanced biology, astronomy, physical geology, or other earth/space sciences)
- **Social Studies:** Three units required, including:
 - 0.5 units American history
 - 0.5 units American government

- 0.5 units world history and civilizations

RECOMMENDED GRADE-LEVEL CREDIT DISTRIBUTION

Grade	Minimum Credits	Typical Course Load & Notes
9th	6	Bible (1), Algebra I (1), English I (1), Geography & Health (1), Physical Science (1), PE (0.5), Electives (1.5) including choir, chimes, speech/drama; Foreign Language recommended for college-bound students.
10th	6	Bible (1), Algebra II or Geometry (1), English II (1), World History (1), Biology (1), PE (0.5), Electives (1.5); 2nd year Foreign Language recommended for college-bound students.
11th	6	Bible (1), Algebra II, Geometry, or Consumer Math for career/tech students (1), English III (1), American History (1), Chemistry (1), PE (0.5), Electives (1.5). Ignitia Probability & Statistics or business math may fulfill 4th math credit for career/technical students.
12th	4	Bible (1), Consumer Math/Personal Finance (1) or higher math with Personal Finance, English IV (1), Civics & Economics (1), PE (0.5), Electives (1.5), Computer Literacy (Office Applications 1 & 2).

DEMONSTRATING COMPETENCY

Students must demonstrate competency in English Language Arts and Mathematics through one of the following options:

Option 1: College Credit - Successfully complete a non-remedial college-level English or math course. Eligible English courses include literature, composition, journalism, speech, and applied communications.

Option 2: Career-Focused Activities - Complete 250 hours of work-based learning with positive evaluations

Option 3: ACT or SAT Scores - Achieve remediation-free scores in math or English on the ACT or SAT.

Option 4: Military Enlistment - Demonstrate enlistment in the military by providing a signed Department of Defense enlistment contract (DD Form 4).

DEMONSTRATING READINESS

In addition to credit and competency requirements, students must earn at least two diploma seals, including at least one state-defined seal, to demonstrate preparedness for post-secondary success.

Seal of Biliteracy: Proficiency in English and at least one other language.

Citizenship Seal: Demonstrate knowledge and skills through coursework or college credit in American history and government.

College-Ready Seal: Earn remediation-free ACT or SAT scores.

Community Service Seal: Complete a minimum of 32 hours of documented community service throughout the four years of high school.

Fine and Performing Arts Seal: Demonstrate skill in the arts per school board criteria.

Honors Diploma Seal: Complete the College Readiness Track and achieve a 3.5 GPA and a 27+ on the ACT or 1280+ on the SAT.

Military Enlistment Seal: Evidence of enlistment, 2+ years of JROTC participation, or appointment to a military academy.

Science Seal: Earn a B or better in advanced science, proficient biology test scores, or equivalent AP/IB/college credit.

Student Engagement Seal: Participate meaningfully in extracurricular activities (athletics, clubs, student government).

Technology Seal: Meet requirements via AP/IB tests, College Credit Plus courses, or approved technology courses.

ADDITIONAL NOTES

Students and parents should engage in ongoing graduation planning to ensure requirements are met and seals earned.

Students pursuing career-technical education pathways may follow approved substitutions for certain math/science requirements.

All students must meet Ohio's immunization and attendance requirements to qualify for graduation.

