STUDENT HANDBOOK

2026-2027

Welcome

STUDENTS!

FOR MORE INFORMATION

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A ministry of Calvary Baptist Church in Grand Cayman
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School's Bible Verse

"Wisdom is the principal thing; therefore, get wisdom:
and with all thy getting,
get understanding."
Proverbs 4:7

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Foreword

You have entered one of the greatest ministries in the world—Christian education. You want to have the very best Christian education program possible, and the aim of Calvary Baptist Christian Academy (hereinafter CBCA) is to help you do just that.

CBCA is a church school; the objective of building a church school is to obey the Scriptural imperative of Deuteronomy 6:5-7:

"...love the LORD thy God with all thine heart, 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:

"Train up a child in the way he should go." Training is training. Training for life must include training for eternity.

A church school is an extension of the Christian home in training young people in a Christian environment for time and eternity. The school staff will work closely with parents to train the whole child.

Attendance at this school is a privilege and not a right.

The goal of this school 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 old-time Gospel and the highest standards of morality and Christian behavior.

General Information

Introduction

CBCA is a ministry of Calvary Baptist Church (hereinafter CBC). As the school maintains the goal of providing quality education, we trust the Lord to provide growth in facilities, staff, and enrollment as He sees fit.

Realizing that it is the Christian home to which God has given authority and power to train up successful young people, it is the goal of Calvary Baptist Christian Academy to assist the home in the training process.

Our faculty is well-qualified, both spiritually and academically. Each member has been carefully selected and prayerfully chosen by the administration. The entire faculty is dedicated to serving the Lord through the ministry of teaching young people.

The school consists of elementary, junior, and senior high levels. Realizing that apart from divine leadership and wisdom, it would not be possible to attain our goals, we request your daily prayers.

Our Philosophy

The purpose of Calvary Baptist Christian Academy is to provide conditions whereby boys and girls can receive the Truth. Jesus instructed His disciples in John 8:32, "And ye shall know the Truth and the Truth shall make you free." Not only is it our objective to teach the Truth but also to teach our students how to apply the Truth wisely to their own lives. In John 16:13, we are promised that "...when He, the Spirit of Truth, is come, He will guide you into all truth."

Our Christian school has the responsibility to provide the best possible education. A Biblical viewpoint in the vital areas of life—spiritual growth, education, personal self-discipline, and patriotism—must be strongly stressed to each student during his years of training. We desire to minister to the needs of the whole child and to promote his spiritual and moral growth, academic and intellectual progress, and physical and social development.

Additionally, our Christian School is to be an extension of the Christian home and church, thus providing a continuity of training for Christian young people. We, as Christian educators, desire to train each student to accept individual responsibility to God for his actions and challenge him to glorify God in every facet of his life.

Our Mission Statement

The mission of Calvary Baptist Christian Academy is to train young people to serve the Lord Jesus Christ and to develop them to their fullest potential in all areas of life. We are committed to being an extension of the Christian home, working closely with parents to train the whole child. We are also committed to training Christian youth in the highest principles of Christian leadership and teaching Biblical doctrines of self-discipline, respect for those in authority, obedience to the law, and love for flag and country.

Our Statement of Faith

I. We believe the Scriptures of the Old Testament and New Testament are verbally inspired by God and that they are of supreme and final authority in faith and life, preserved in the King James Bible.

II. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit.

III. We believe that Jesus Christ was begotten by the Holy Spirit, born of the virgin Mary, and is true God and true man.

IV. We believe that man was created in the image of God; that he sinned and, thereby, incurred not only physical death but also spiritual death, which is eternal separation from God; that all human beings are born with a sinful nature and, in the case of those who reach moral responsibility, manifest themselves as sinners in thought, word, and deed.

V. We believe that the Lord Jesus Christ died for our sins according to the Scripture as a substitutionary sacrifice, and that all who believe in Him are justified on the grounds of His shed blood.

VI. We believe in the resurrection of the crucified body of our Lord in His ascension into heaven, and in His present life there for us, as High Priest and Advocate.

VII. We believe "that blessed hope," the personal, premillennial, and imminent return of our Lord and Savior, Jesus Christ.

VIII. We believe that all who receive by faith the Lord Jesus are born again of the Holy Spirit and, thereby, become children of God.
IX. We believe in the bodily resurrection of the just and the unjust, the everlasting, conscious blessedness of the saved and the everlasting, conscious punishment of the lost.

Handbook Reproduction and Revisions

No part of this handbook may be reproduced or copied in any manner without the written authorization of Calvary Baptist Christian Academy. All policies stated herein are subject to change by the Administration and School Council at any time.

Standard of Conduct

Students of CBCA are expected to refrain from cheating, bullying, swearing, smoking, gambling, worldly music, dancing, sexual activity, drinking alcoholic beverages, or using narcotics. Students who participate in such activities on or off campus are subject to suspension or expulsion. 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 cheerfully toward an unquestionable character in dress, conduct, and attitude. "To him that knoweth to do good and doeth it not, to him it is sin." James 4:17 Christianity in the Cayman Islands & Pledges
Our laws guarantee liberties to educate in order to preserve freedom. As such, we unashamedly teach biblical doctrines of self-discipline, respect for those in authority, obedience to the law, and love for God, the flag, and the country.

National Anthem

God save our gracious King!
Long live our noble King!
God save the King!
Send her victorious,
Happy and glorious,
Long to reign over us.
God save the King!

Pledge of Allegiance to the Christian Flag

I pledge allegiance to the Christian Flag,
And to the Savior for Whose kingdom it stands,
One Savior, crucified, risen, and coming again,
With life and liberty for all who believe.

Pledge of Allegiance to the Bible

I pledge allegiance to the Bible, God's Holy Word.
I will make it a lamp unto my feet and a light unto my path.
I will hide its words in my heart so that I might not sin against God.

National Song

Beloved Isle Cayman, composed by Leila Ross-Shier, June 1930 (Stanza 1 of 3)

O land of soft, fresh breezes,
Of verdant trees so fair
With the Creator's glory reflected ev'rywhere. O sea of palest em'rald,
Merging to darkest blue,
When 'ere my thoughts fly Godward,
I always think of you.

Chorus
Dear, verdant island, set
In blue Caribbean sea,
I'm coming, coming very soon, O beauteous isle, to thee.
Although I've wandered far, My heart enshrines thee yet.
Homeland! Fair Cayman Isle I cannot thee forget.

Our Parents' Code

Our parents play a vital part in the total program of CBCA. Emphasis, again and again, has been placed upon the importance of parents cooperating with the school for the education of the child. We like to believe that the following code, when subscribed to by all our parents, would make CBCA a school that would truly honor the Lord and produce the finest education possible.

1. I will pray regularly for the faculty, staff, and administration.
2. I will cooperate fully in the educational function of CBCA, doing my best to make Christian education effective in the lives of each of my children, that they may love and serve the Lord Jesus Christ for all their lives.
3. I will pay all my financial obligations to the school on or before the date they are due. If I am ever unable to pay on time, I will notify the school in advance, giving reasonable explanation for the delay and stating when the payment can be made.
4. I will support the school with gifts in addition to my tuition payments as the Lord enables me.
5. I will assume volunteer duties and responsibilities as opportunities arise and as God provides the strength and time.
6. I will attend periodic meetings and parents' functions of the school.
7. If I become dissatisfied with CBCA in any respect, I will try to resolve the matter with the person or persons involved rather than seeking to spread criticism or hold a negative attitude in my heart. I will not criticize the school before my children. I will follow the Biblical information found in Matthew 18:15.
8. I will seek the advancement of CBCA in all areas: spiritually, academically, and physically.
9. As a CBCA parent, I recognize it is my privilege and responsibility to strive diligently to observe the above as God enables me by the power of His Holy Spirit.

Our Financial Operations

CBCA is a private school operating under the auspices of CBC. Income from tuition is insufficient to fully cover the cost of operating the school; therefore, we invite interested individuals to contribute to the operational costs of the school via gifts for general expenses or by providing scholarships for deserving students who would otherwise be unable to afford such training. School fundraising projects may be planned as the need arises.

School’s Financial Policy

The school’s financial policy is as follows: For students to continue their studies in school, to be issued new PACEs, to receive report cards or have records transmitted, or receive awards, regular payments must be made. There is a $100.00 late fee added to the bill each month when a satisfactory arrangement has not been made ahead of time. If payment has not been received by the 5th day of the month, a reminder letter will be sent to the parent, and a late fee will be added to the bill. If the tuition is not paid by the 30th day of the month, the student will be dismissed from school based on non-payment of amount due, and the space will be given to another child. At this time, the school administration will only consider re-enrollment of the student based on space availability and under stricter financial terms. A meeting will be

scheduled for the finance committee and the parents to discuss alternative arrangements. For families that are deemed qualified, the option of re-enrolling under new terms will be offered. The new terms will be considered “financial probation” and will include the following strict guidelines for payment:
A thirty-day promissory note, signed by both parents, for portions of tuition still owed.
Three months of financial probation where students can be disenrolled immediately if any payment is late. There will be a $500.00 non-refundable fee for re-admittance of a child who has been dismissed.

Tuition and Fees for 2024 - 2025
All payments should be deposited directly into our school’s bank account at Cayman National Bank or paid at the school's office by way of debit or credit card. Full details will be provided upon completion of registration.
Tuition is based upon an annual fee unless it is prorated by the quarter. For convenience, the total school bill may be settled in the form of ten monthly payments, four quarterly payments, two semester payments, or a one-time annual payment plan. Tuition is not calculated on the number of days or weeks that a child attends school but rather on the annual fee and the payment plan as agreed at the time of registration.

Tuition: All Grades

PROCEDURE GUIDELINES

Admissions Requirements & Procedures

CBCA does not discriminate in screening applicants, students, and others on the basis of any color, nationality, or ethnicity. Students are admitted to rights, privileges, programs, and activities generally accorded or made available to them at the school. We do not discriminate on the basis of color, nationality, or ethnicity in the administration of educational policies, admission policies, and any other school-administered programs.
Students are accepted at CBCA on the basis of an interview with each family and the administration. All prospective students must be present during the interview. Parents and students must read this handbook thoroughly. Parents, along with junior and senior high school students, are required to sign a statement of cooperation expressing their support of the school's program. A student who does not cooperate or agree with the purpose and program of the school will not be admitted or allowed to remain in school.
Parents must submit an application accompanied by a $150.00 non-refundable registration fee, which includes the capital fee.
When applicable, we will require a copy of your birth certificate, passport, immigration clearance, and health assessment report.

It is not the policy of CBCA to accept students who have been dismissed from another school. This will be considered on an individual basis and upon satisfaction of a thorough investigation into the circumstances surrounding the dismissal.

All students must have a current immunization record on file. If a student needs medical attention, the secretary will call the parent or family doctor (in that order).

Students in grades 9–12 must complete an entrance exam before acceptance. Students in K5-8 may be subject to the entrance exam at the discretion of the Principal.
Final acceptance is based on the interview, testing results, and approval from the Admissions Board or Principal on behalf of the School's Admissions Board.
The minimum age requirement for CBCA admission is 5 years by September 1st.

Admissions Process

1. Request a preliminary interview with parent(s) and prospective student(s).
2. Collect the enrollment packet from the school office.
3. Interview conducted with family and perspective student
4. Submit required documents along with $150 non-refundable registration fee.
5. Documents presented to Admissions Board for review
6. Receive admission decision via email.

Admission Decisions

1. Acceptance
2. Probational Acceptance
3. Acceptance - Waiting List
4. Enrollment Refusal

School fees, according to the payment plan, must be paid before the child begins school.
High School students desiring to enter the 9th grade will be accepted only by special consideration from the administration. 12th-grade students will not be permitted to enroll unless they are transferring from an Abeka school.

Business Procedures

1. The yearly tuition amount may be divided into monthly statements.
2. The monthly statement includes all charges incurred for the given month.
3. No checks will be accepted.
4. Payments can be made by online transfer or direct deposit into the school's Cayman National Bank account. No cash will be accepted on-site.
5. Payments are due on the first day of the month and are subject to a $50.00 late fee when not received in the Business Office on or before the fifth of the month unless a satisfactory arrangement has been made ahead of time.
6. The Business Office is open Monday-Friday, 7:30 a.m.- 4:00 p.m.

7. No deduction is made from tuition payments for a student's absences.
8. A student may be prohibited from attending class if the account is delinquent.
9. Please feel free to contact the Business Office at info@cbca.edu.ky or by phone if you have any questions or need
to make special arrangements: (School Phone 946-5834).

Office Procedures

All parents are welcome in the school. When a visit to the classroom is necessary, the parent must first check in at the office for permission and clearance. No parent is to go directly to the classroom. If a parent wishes to speak with a teacher, a private conference should be arranged. Lunches, homework, books, and other items may be left in the office to be delivered to a student. School phones are for business use only. Please do not call and ask to speak to your child unless it is an absolute emergency.
Any parent wishing to change pickup arrangements must call the school office before 2 p.m. However, parents are encouraged to have these arrangements in place before the child leaves home.

Parent Orientation

At the start of each new school year, CBCA will hold a Parent Orientation night, which may take the form of an assembly-style meeting or an open-house-style meeting with the Administrator and Principal of the academy to outline any policies, rules, or objectives and to answer any general questions.
It is mandatory that at least one parent or guardian be present for the Parent Orientation. Failure to be in attendance may result in your child not attending the academy until a meeting can be established with the Principal or Administrator.

Parent-Teacher Meetings

Parent-Teacher meetings are scheduled three times during the academic year on the first Friday after the end of each quarter. The parent-teacher conferences should be attended by at least one parent/guardian.
During these meetings, parents/guardians are updated on the child's academic performance and discipline in the class.

Chapel and School Assembly

A weekly chapel service and the school assembly are held in the chapel for the Elementary (8:15 am–8:45 am) and High School students (9:00 am–9:45 am) on Fridays.
The chapel service is held to illustrate to the students the importance of Christian education and how it relates to the ministry of the church. Local and visiting pastors, as well as staff pastors, preach/teach the Word of God during these chapel services.
The Principal addresses the students on the upcoming events, announcements, and discipline in the school assembly.

Music

Students will have the opportunity to learn various instruments, voice lessons, and music theory classes.

Scripture Memorization

The Word of God is taught daily in each classroom, and Scripture memorization is required at CBCA. The Bible enhances the study of other subjects such as English, History, and the Sciences. No other book can enrich the mind and heart or better prepare one for an effective life as can the "Book of Books."
It is a requirement that each student memorize the Scripture passages in their Bible classes in order to be considered for the Scripture memorization award.

Attendance

The school days are Monday through Friday from 8:00 am until 3:00 pm, except on Fridays when school dismisses at 2:00 pm. Students are not to arrive before 7:30 am or stay later than 3:20 pm (2:30 pm on Fridays.)

Supervision and Drop-off/Pick-up Policy. School hours are strictly maintained for the safety of all students. Official campus supervision is not provided before 7:30 am or after 3:30 pm.

The school accepts no responsibility for unsupervised students on campus outside of these designated hours. **Parents and guardians must make necessary arrangements to ensure students are dropped off and picked up in strict accordance with this school schedule.**

Absences

Regular attendance is a strong character quality that we want to strive to develop at CBCA. Absences are excused only for the following reasons: legitimate illness, death in immediate family, doctor and dentist appointments, court appearances, authorized school functions, or family trips approved by the administration ahead of time.

If your child is absent from school, please notify the school by email to the respective homeroom teacher and to the Principal (principal@cbca.edu.ky) stating the reason for the absence. Otherwise, the absence is classified as unexcused until the email is received. Any other absences, unless approved by the administration prior to the absence, will be considered unexcused.

In the event a student has an extended illness in excess of 3 days, he/she must obtain a sick note from a physician in order to return to school.

Parents will receive notification from the school office for a meeting when the student has reached or exceeded the third unexcused absence in a quarter.

Note: Although missing school for an unexcused reason, a student will not receive an academic penalty if he/she has a note from a parent; however, a student is permitted to have only five "unexcused absences—no penalty" per semester. The sixth absence during a semester will become an "unexcused absence—with penalty."

Excessive absences will inhibit the student's progress. If, after evaluation by the administration, the absences are determined to be unnecessary, the student will be considered truant.

Tardiness

Punctuality is a character trait we desire for each of our students. Habitual tardiness, much like frequent absenteeism, is detrimental to a student's academic progress. Consistent tardiness is also harmful to a student's character development.

A student is considered tardy if he/she is not in the homeroom classroom with his required materials at 8:00 a.m. Continual tardiness will necessitate a conference with parents and Principal.

Truancy

Truancy is an absence without the knowledge and consent of parent(s)/guardian(s) and/or school staff. This includes, but is not limited to, leaving school without permission before the end of the school day or staying out of a scheduled class or activity without permission. Such actions will not be tolerated.

Checking Out Procedures

Students will not be allowed to leave the campus for any reason during the school day without permission and without checking out at the school office.
Excuses to check out during the day must be given to the school office in the morning. These excuses may be verified by a phone call to the parent.

Please contact the school office to make arrangements regarding removing a student from campus prior to the end of school any given day. Parent(s)/Guardian(s) must first go to the school office to have the student released once prior arrangements have been made. The student will be sent to the office to meet the parent/guardian so as to minimize disruption in the classroom. The student should then be signed out by the parent.
At no time is a student to be picked up by anyone other than parents, guardians, or other persons authorized to do so on the information card.
CBCA cannot be liable for the safety of students who leave the property in an unauthorized fashion.

Withdrawal Procedures

We ask that when considering withdrawal from school, the parent contact a member of the administration before a final decision is reached. After the appointment, if the final decision is made to withdraw, a "Withdrawal Form" will need to be signed by the parent and dated, along with the return of all books, before a student is considered officially withdrawn. Business arrangements for the withdrawal of students must be made in the office by the parent. Transcripts and other records cannot be released to another school until all bills are paid and all school-owned textbooks and materials have been returned.

Emergency Dismissal

The route to follow will be posted in each classroom. Students will be assigned to turn out the lights and close the doors. No talking in the halls will be allowed. Students should go quickly to designated areas. Parents will be notified to come and pick up their children.
If there is a possibility of school cancellation due to weather, we will contact the parents. If the public schools close, then we will close for bad weather conditions or any other emergency.

Medical Guidelines

In order to be compliant with the Health Department's requirements for private schools, please be advised of the following:
1. All students who are coming from a foreign country and wish to enroll in our school will need to make an appointment with the Health Department to have a health assessment done.
2. All prescription drugs and non-prescription medication (including aspirin) must be left at the office to be administered to the student at specific times. A Medication Authorization—Record of Dispensation—must be filled out in advance by the parent authorizing the dispensing of the medication.
3. Send only enough medication needed for school hours.
4. Please notify the office in case of hepatitis, meningitis, rubella, measles, or other communicable diseases. Students with such diseases will not be allowed to attend classes while they are contagious.
5. By enrolling a student at CBCA, the parent is giving permission to the staff of the school to:
• Take the child to the hospital in case of emergency
• Sign for permission for medical treatment declared immediately necessary by the physician in the event that the parents cannot be contacted.
• Include the child in health screening programs at the school.
CBCA will not be responsible for injuries incurred on school properties or during school-related functions.

Abeka Curriculum

The Abeka curriculum uses a traditional philosophy of education. Its mission is to support and equip students, teachers, and parents with academic resources based upon biblical values for children all the way from Pre-K to grade 12. Every piece of the Abeka curriculum focuses on Christian values. Abeka's Spiral Learning approach begins with the basics, progressing to deeper understanding at age-appropriate times. There is a continual emphasis on review for

mastery, reinforcing specific concepts, then advancing to higher complexity. The Abeka Curriculum does not conduct external examinations to assess the progress of a student in core papers—English, Math, and Science. The international standardized examinations like the Star Renaissance and GL Assessments for science will be conducted twice a year. The high school students are recommended to sit the SAT exams.

Promotion Policy

It is mandatory for a student to pass in the core papers— Math, English and Science in their quarterly internal examinations conducted in school each year to be promoted to the next grade level.

Intervention

Intervention classes and the ESL program held in school support students to improve in their academic performance over the year, providing them the right guidance and feedback.

Model Release

Any student's or parent's picture taken at a school function may be used in any Calvary Baptist Christian Academy's publication, website, and on social media.

Visitors

Students who desire to bring visitors to the school must secure permission from the principal with at least one day's advance notice. The administration reserves the right to reject a request from a visitor at any time.
Students that have been dismissed from CBCA may not return to the campus before, during, or after school without the administration's permission.

Special Fund-Raising Sales

To enable CBCA to purchase additional equipment and have special programs while keeping tuition rates as low as possible, we will conduct various fund-raising campaigns during the year for which your participation is encouraged.

School Lunches

We encourage students to bring nutritious and healthy food from home. No junk food and sodas are allowed in school.
Parents can drop off lunch in the front office before lunch time (11:30 am to 12:00 pm)
The school has recommended food vendors to parents. Parents can make the order and pay directly to the vendors, and the food can be delivered to school before lunch time.

School Canteen

Students can avail of light refreshments—snacks, fruits, and juice—from the canteen during the snack break. We provide patties on all days except Fridays and sandwiches on Mondays and Wednesdays.

Transportation and Pickup

Bus Policy

CBCA will assume no liability for students who have been dropped at their homes and no one is there to supervise them. If there is an emergency, it is the responsibility of the parents to notify the school.

Bus Rules

- Minimum talking
- Students to remain in their assigned seats
- No food, drinks, or gum
- Cell phones are to be turned in upon entrance and collected at drop-off

Bus Fees

- George Town to Crewe Road: $4.00 (Per Trip)
- Savannah Newlands: $6.00 (Per Trip)
- Bodden Town: $8.00 (Per Trip)

Pickup Policy

CBCA must receive written authorization from parents for other persons to pick up their child from school. Authorized persons must be eighteen years of age or older. If a parent is not to be allowed to pick up a child, CBCA must receive a copy of the appropriate notice or court order on file. Adults, other than parents picking up a child from CBCA, must come to sign the child out. Photo identification in the form of a copy of a Driver's License or Passport must be in the student's file before the child can be released to an authorized individual.
Please note that if a child has to serve detention, it is the parent's responsibility to arrange for pickup.

Interrogations, Searches, and Seizure Policy

It is the policy of CBCA that lockers, desks, and other property furnished to the student remain property of CBCA. Such property is subject to search by school officials.
CBCA supports all staff in the maintenance of law, order, discipline, and decorum in its school and during authorized school functions that take place off school property.
CBCA, therefore, prohibits the possession, on school property or at authorized school functions, of substances or objects that may threaten good order, discipline, decorum, and public safety. Such materials or objects may include, but are not restricted to:

a) alcoholic beverages;
b) illicit drugs;
c) stolen property;
d) weapons, either restricted or prohibited by law;
e) any object which may be used as a weapon and which may cause serious injury;
f) hate literature, racist material, pornography, etc.
g)The application, or wearing of makeup (including but not limited to foundation, lipstick, mascara, eyeshadow, face powder,eyeliner,false eyelashes,nail polish) is strictly prohibited.
h) Cosmetics and Hair Products such as (gel, hair Styling: hair gels, pomades, waxes, clays, hairsprays, styling mousses, leave-in serums, and oils, perfume, body spray, body lotion) are not allowed.

The list of prohibited cosmetic and hair products provided above is illustrative and not exhaustive. The inclusion or prohibition of any unlisted product, item, or style **shall be left entirely to the sole and absolute discretion of the Principal** (or their designated representative). The Principal reserves the right to deem any unlisted enhancement unacceptable at any time.

Students and visitors to the school may on occasion have in their possession materials or objects (such as alcohol, illicit drugs, stolen goods, cameras, and weapons). The school, therefore, authorizes the principal or his/her designates, on the basis of reasonable grounds to believe that a student or visitor is in possession of a prohibited substance or object, and in accordance with these procedures, to conduct searches and, where necessary, to seize prohibited substances or objects.

Defacing School Property

CBCA belongs to God; therefore, respect for all property is vitally important.
Writing, carving, defacing, or destroying any part of CBCA's property is considered a serious offense. Willful damage to these properties could result in immediate dismissal. Any student guilty of defacing school property in any form will be suspended and re-admitted only after damages are paid or repairs are done.

Academic Reporting

Report Cards

CBCA is on a nine-week reporting period. A report card will be sent to the parent electronically by the parent/teacher conference following the completion of each nine-week period. If a student's account becomes delinquent, the report card will be held until arrangements for payment have been made.
Progress Reports
A quarterly parent-teacher conference will be held to discuss your child's academic progress as well as show areas of conduct that need to be improved. Reporting Sessions are our way of working with each family concerning the child's educational, social, physical, and spiritual

well-being. At least one parent must attend the conference in person or online with the student's teacher(s) at all conferences. Parents are encouraged to communicate with their child's teachers on a regular basis. Teachers welcome opportunities to talk with parents; however, appointments should be made so as not to conflict with regularly scheduled duties. The need may arise from time to time for special conferences. If you would like to have a conference with the teacher or principal, please call the office to set a time. Appointments with administrative staff should not be made until a conference with the teacher is attempted first, unless there are unusual circumstances. Problems are to be discussed with teachers and others directly involved. Please do not involve other parents, students, etc., who are not part of the problem or the solution. Students and their parents are kindly asked to refrain from sowing discord by talking to others concerning problems they have with the school or a supervisor. Please know that it is the desire of all the staff of CBCA to solve problems and work toward solutions to any problems involving your children. We will spare no effort to that end.

Grading System

An Honor Roll list is compiled after each 9-week grading period and is determined by the following qualifications:

A-Honor Roll/Principal's Honor Roll

Students must achieve 90% or higher in all other classes they are enrolled in for each quarter. A child's conduct for the quarter will affect his/her honor roll status. At the end of the year, students must have a 90% overall academic average with no D's or F's to receive the Principal's Honor Roll Award

B-Honor Roll/Teacher's Honor Roll

Students must achieve 80% or higher in all other classes they are enrolled in for each quarter. A child's conduct for the quarter will affect his/her honor roll status. At the end of the year, students must have an 80% overall academic average with no Ds or Fs to receive the Teacher's Honor Roll Award.

Grading Scale

The following grading scale is used throughout the school: 100-90%=A; 89-80%=B; 79-70%=C; 69-65%=D; 64-0%=F.
A student receiving an incomplete in a class must complete all work within one week.

An "Incomplete (Inc.)" grade is given when requirements have not been met. A student is given ample time to make up an incomplete grade. If it is not made up within the prescribed time (usually one day of grace for each day absent), the grade changes to an "F".
Incomplete on a report card not made up by the time the Honor Roll list is determined will automatically disqualify that student from the Honor Roll for that grading period.

If a student has two hours or more of detention during any one week of a quarter or is suspended during the quarter, the student will not be allowed to be on any Honor Roll, even if he completes all the required academic work.

Student Conduct

CBCA expects its students to try to live above reproach in all aspects of their daily lives. We expect students to exhibit respect for God, country, family, supervisors, and fellow students. Lying, bullying, cheating, stealing, fighting, and profanity will not be accepted. Attendance at CBCA is a privilege; therefore, constructive suggestions are welcomed. Gossiping and criticism will not be tolerated. Anyone who will not cooperate spiritually, morally, or scholastically will be dismissed. Students are not allowed to fight, wrestle, or run in the building. The following are not allowed in school: knives, matches, guns, lighters, music-playing devices, cameras, tablet or laptop computers, laser pointers, comic books, and handheld video games. Dangerous items will be confiscated. Boys and girls may not pair off alone and are to refrain from physical contact. Students must treat staff with respect, addressing adults as Mr., Mrs., or Miss.

Areas Off-Limits

These areas are off limits to students except with permission: conference room, office, kitchen, basement,
auditorium, driveway, nursery, and classrooms not their own.

Student Code of Ethics

I pledge to:
• Cooperate with all staff and the administration.
• Practice good sportsmanship at all school activities at home and away.
• Promote courtesy.
• Obey the operational rules of the school.
• Respect my responsibilities and carry them out to the best of my ability.
• Be honest in schoolwork and extracurricular activities.
• Adopt an attitude appropriate for CBCA students.
• Keep school spirit alive and support my school in striving to uphold its reputation, untarnished and unsullied.

Principles of Conduct

CBCA reserves the right to apply discretionary consequences to any misconduct or violation of these principles.
"Children, obey your parents in all things, for this is well pleasing unto the Lord."
Colossians 3:20
"Obey them that have the rule over you, and submit yourselves. . ." Hebrews 13:17
"For the commandment is a lamp, and the law is light, and reproofs of instruction are the way of life." Proverbs 6:23

1. Disrespect and disobedience to any authority will not be tolerated.
2. Mutilation or destruction of any property will not be tolerated. Parents will be billed for any damage incurred. If intentional, the student will be disciplined.
3. Lying, cheating, and stealing will not be accepted.
4. Fighting of any sort is considered out of order.
5. No chewing gum on school properties or buses.
6. Students are not to bring any articles that will distract from academics — magazines, radios, athletic equipment, trinkets, games, or toys. Cellphones must be submitted at the door immediately upon arrival and should not be collected before 2:50 pm.
7. No use of school phones without permission from the office or teacher. School phones should only be used in emergencies.
8. No criticism of staff, policies, or students.
9. Talking at school about inappropriate movies, videos, or music is not allowed.
10. Students using or talking in a flippant way about alcohol, tobacco, or illegal drugs will be subject to discipline.

Social Networking

Posting of any “inappropriate” comments, pictures, suggestions, etc. is a violation of school rules and policies, which can lead to suspension or expulsion.

Student Conduct & Discipline

1. Students are advised to report to their homeroom teacher first when it comes to matters of misconduct or discipline. A written report should be presented to the homeroom teacher on the incident.
2. If it is a matter of severity and has to be dealt with immediately, the matter comes to the discipline committee, which comprises the Principal, Child Protection Officer, Discipline Committee Head, and the Department Head (Elementary or High-School).
3. Parents will be informed, and a meeting will be held on an appointed day and time.
4. The Discipline Committee will study the issue, the consequences of the matter will be explained to the parents, and punishment will be determined. It can vary from warnings, detentions, suspensions, or even dismissal depending on the severity of the matter.
5. Before a student is expelled from school, the matter will be brought to the School Board and the Child Protection Officer for their final decision and approval.

Substance-Abuse Policy

Calvary Baptist Christian Academy considers the possession, sale, or distribution of illegal drugs to be a serious offense and, as such, will maintain a zero tolerance of illegal drug offenses if a student chooses not to abide by the drug laws of the Cayman Islands as well as those specified in our school’s handbook. All our substance abuse policies govern how we treat students who are in violation and include but are not limited to illegal drugs, the misuse of over-the-counter or prescribed medications, or any other matter related to drug offenses.
Consumption of alcohol is strictly forbidden. Students found in violation on or off the school campus will be subject to disciplinary measures as stated below:
1. The parents will be contacted immediately.

2. The principal will interview the student.
3. Upon notification of parents, the student's locker and personal possessions were searched.
If the student is deemed to have violated the school's substance abuse policy regarding use, possession, distribution, or any other infringement involving illegal drugs or alcohol, they will be expelled.
Should there be a circumstance that creates a reasonable suspicion that the student has consumed, sold, or distributed controlled substances, management will pursue a thorough and unbiased investigation, which may include drug testing, bag searches, etc. A student who refuses to submit to drug testing will be considered by the administration to have tested positive, and this may lead to expulsion.

Articles Prohibited

Tobacco products, alcoholic beverages, narcotics, dice, playing cards, knives, guns, explosives of any kind, weapons of any kind, cell phones, radios, tape recorders, magazines, live animals/pets, and anything depicting scenes or insignias associated with rock music are not permitted on school property.

Non-Sponsored Parties

The school cannot be responsible for any party or social event that is not officially approved and sponsored by CBCA.

Areas of Attitude Correction

Disobedience:
♦ refusing to carry out a specific command or request
♦ Performing a duty in a way previously not instructed
♦ Silence—non-performance
♦ "No" utilized in defiance of authority
♦ Delays in promptly carrying out commands or requests
Disrespect:
♦ "yeah," etc.
♦ Improper voice tone in answering
♦ Flippant or rebellious attitude revealed through body movements
♦ Attitude of ingratitude
♦ Attitude of disregard for feelings or worth of others
♦ Questioning attitude or verbal questioning after specific requests have been made ♦
Name-calling of adults or peers
♦ Violation of others' rights or property
Irresponsibility:
♦ Failure to bring in homework or bring in incomplete or unsatisfactory work
♦ Not following through on projects or assignments

Suspension

A student who has shown unacceptable behavior in class or school may be subject to suspension. This means the student would not be allowed to attend class for the duration of the period of suspension. While on suspension, a student must not be on the school grounds, attend any function, or be permitted to make up class work or tests. All such work missed will result in zeros being given in all subjects and averaged in with the current term's grade. The teachers assign some schoolwork to be completed at home at the time of suspension.

Field Trips, Industry Visits & Competitions

Parents are informed about field trips, industry visits, and external competitions well in advance, and parents will have to fill out the consent forms sent from school for approval.

School Uniforms

BOYS

Hair:

- Must be cut in a standard, conservative cut.
- must be off the collar and ears and have a tapered or blocked appearance.
- Dying or coloring the tips of the hair is not allowed.
- No fad haircuts are allowed.
- Hair must be combed away from eyebrows to maintain one inch between brow and hairline. Sideburns are to be no longer than the ear opening.
- Facial hair is not permitted; students with stubble will be dismissed from school.

Jewelry:

- Only watches are acceptable.
- no piercings or tattoos.
- No necklaces, bracelets, questionable rings, or anklets are to be worn.

Pants:

- Navy Blue pants in good condition.
- A solid black belt must be worn with pants.
- All belt buckles must be approved through the office.

Shirt:

- CBCA teal polo shirt, collared, loose-fitting.
- The CBCA logo should be printed on all shirts.
- The shirt must be buttoned up, excluding the top button, at all times.
- No undershirt or undergarment can be revealed in any way.
- Students are not to remove their shirts at any time on the premises.
- Sleeve length should be no shorter than 4 inches from the shoulder.

Sweater:

- School sweaters can be purchased at the office.

- No hoodies, jackets, or non-school-sponsored clothing are to be worn during school.
- Students are not to change into street clothing while on the grounds.

Shoes:

- Dress shoes that are solid black must be worn in the classroom.
- Boys' shoes that reflect a feminine style and heels will not be permitted.
- No athletic shoes or casual shoes will be permitted to be worn in the classroom.
- Athletic shoes may be worn outside in breaks and during P.E. only.
- No shoes with any tears or rips are to be worn.
- Shoes must be neat and polished.
- White or black socks

P.E. Uniform:

- House T-shirt
- Yellow T-shirt is to be worn when representing our school in a sporting event or fieldtrip.
- Loose-fitting black shorts that fall below the knee.
- Athletic shoes
- White ankle socks

GIRLS

Hair:

- Must have modest, conservative styles.
- should not resemble a man's hairstyle in any way.
- Dying or coloring the tips of the hair in unnatural colors is not allowed.
- It must not hang over or on one's eyebrows, and it should be styled in a way so as not to cast shadows on one's eyes.
- Hair must be combed away from eyebrows to maintain one inch between brow and hairline.

Decorative Items:

- Only one earring (smaller than a nickel in size) per ear in the earlobe.
- Body piercing will not be allowed.
- Only one bracelet, necklace, and watchband are to be worn at all times.
- No questionable rings or anklets are to be worn.
- Long acrylic nails are not permitted. Nails are to be trimmed to a reasonably appropriate length.

Skirt:

- Navy pleated skirt; the length needs to be to the top of the knee when standing and sitting
- No denim material is permitted.

Shirt:

- CBCA teal polo shirt, collared, loose-fitting
- The CBCA logo should be printed on all shirts.
- The shirt must be buttoned up, excluding the top button, at all times.
- No undershirt or undergarment can be revealed in any way.

- Sleeve length should be no shorter than 4 inches from the shoulder.

Sweater:
- School sweaters can be purchased at the office.
- No hoodies, jackets, or non-school-sponsored clothing are to be worn at school.
- Students are not to change into street clothing while on the grounds.

Shoes:
- Dress shoes that are solid black must be worn in the classroom.
- Athletic shoes may be worn outside on breaks and during P.E. only.
- No shoes with any tears or rips are to be worn.
- Shoes must be neat and polished.
- Black or navy socks above the ankle

P.E. Uniform:
- House T-shirt
- Yellow T-shirt is to be worn when representing our school in a sporting event or fieldtrip.
- Loose-fitting black shorts that fall below the knee.
- Athletic shoes
- White ankle socks

Casual Day Attire

When a casual day is announced, such as dress-down days, attire can include shirts/jerseys. Loose-fitting athletic pants and shorts are permitted for both boys and girls. Pants or skirts cannot be skinny, stretch, pencil, or tight in any fashion, nor can they have tears or rips. Shirts and dresses must have sleeves and cannot be tight-fitting or low-cut.

Re-Admission

During the month of March, all currently enrolled students will be given the opportunity to re-enroll for the upcoming fall term. Admission for new students will begin on April 1. Students who return to CBCA will be reviewed on the basis of behavioral and academic progress. Students who are not re-admitted to CBCA will be notified in writing. Students may not be re-admitted to CBCA for consistently low grades, lack of interest, violation of rules, inappropriate behavior, low Christian standards, outstanding financial obligations, etc. Returning students who have had physical problems in the past must have a medical history report filled in by a physician and submitted to the school office upon registration.

Computer Usage Guidelines

1. Computers are provided to students for educational purposes only.
2. All internet activity is filtered and monitored.
3. Computers may not be used for entertainment purposes. Games, social networking, chatting, listening to music, or viewing videos for entertainment purposes are prohibited.
4. Students may not install programs or keep files for programs in their personal directories.

5. Students may use USB flash drives to copy personal files to and from their home directories. Students may not copy files onto the hard drives of the computers. Any disks or drives believed to contain unapproved content will be confiscated.
6. Students will be provided with a private folder that they can access from any computer on the domain. The folder should contain only approved materials and can be checked at any time by any school staff member.
7. Students should keep their passwords secret. Students may use only their own Chromebook. Each student will be responsible for any content on his/her computer or Google Drive and any activity under his account. Using another student's account will result in a suspension of computer privileges.
8. Students may access webmail accounts, if the communication is positive, follows general student guidelines, and is parent approved.
9. Students may not modify configurations or change system settings.

CBCA School and Classroom Rules

1. Respect teachers, cooperate with them, and follow the classroom rules. Be polite to teachers, fellow students, and visitors to school. Loud laughing, shouting, and using expletives are not allowed.

2. Do not leave the classroom, especially when the class is in session, without permission from the teacher.

3. No eating or drinking is allowed in classrooms, except on rainy days. Instructions regarding this will be given to you. Teachers will be in class to monitor you.

4. Chewing gum in school is totally prohibited.

5. Eating or drinking in the chapel is not allowed.

6. Restrooms can be used during snack and lunch breaks. During an emergency while the class is in session, someone from school will escort you to the restroom.

7. The lunch deck area should be kept clean. No eating in front of the science classroom and the stairs.

8. Students are not allowed to be in a classroom without the presence of a teacher.

9. Students are expected to wear the school uniform properly. Boys are not allowed to wear jewelry. Girls can wear a bangle and small earrings or ear-studs. No tattoos are allowed. No hair color or dyeing is permitted. Girls should wear their skirts well below the knee. Follow CBCA handbook rules regarding this. The rules are also uploaded on the CBCA website.

10. No more than two students are allowed to be in the restrooms at one time.

11. In matters of discipline issues, the homeroom teacher should be informed first before it is taken to the head of the department, then to the discipline head in charge, and finally to the principal. A detailed report of the incident should be submitted to the Principal on the discipline issue, and this, along with the details of measures taken, will be kept in the personal file of the student.

12. Hallways should be kept clear of books and bags. No one should be loitering in hallways and be in classrooms before 8:00 am in the morning. Students should wait in the lunch deck area or play area if they arrive early.

13. Maintain the lockers assigned to you. They should be kept neat and clean and well organized.

14. If a student is on leave, the homeroom teacher should be informed with a statement of reason (with a medical report, if prolonged leave is needed on medical grounds) for the leave of absence.

15. Attitude matters! Students are expected to be dignified in verbal and non-verbal communication.

16. No public display of affection on the school premises is permitted. Keep a reasonable distance from each other. Respect each other's personal boundaries.

17. Switch off fans and lights as you exit the classroom. Save energy!

18. Phones are not allowed in the classroom. They must be left in the phone box. If they are found with students in class, they will not be returned to students.

19. Vapes, alcohol, and drugs are strictly prohibited on campus.

20. Junk food and sodas are not permitted in school. Eat healthy and wholesome food!

21. No faded, dirty, wrinkled, or unprofessional clothing may be worn at any time.

22. No pullover jackets or hoodies are permitted.

23. No hats are to be worn inside the building at any time.

24. No earpods or headphones are permitted.

25. No cellphones allowed during class sessions from 8:00 am to 3:00 pm

These rules are in place for the smooth running of the school and for the protection of the school community. Only in a proper and well-disciplined atmosphere can a healthy academic atmosphere thrive.

As a Christian institution, we have the obligation to be a role model for other schools and the academic community as a whole.

Students will have to face consequences if they disregard any of these rules at CBCA. This will include warnings, detentions, suspension, and, if deemed necessary, dismissal from school.

Grace Deekshith
Principal