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Mission:

Preparing Students for Life.

Vision Statement:

Educating Students With a Biblical Perspective.

Core Values:

Respect – Mt. 22:37-4

Responsibility – Mt 7:1-5

Reliability – Phil. 2:19-23

Realness – John 13:3-5

Relevance – 1 Cor. 9:19-23

Relationship – Gen. 2:18-25

Results – Gen.1:20-28

Rest – Ex. 20:8-11

Objectives – 2 Timothy 2:15

- Reaching all parents for Christ and prepare them to be the parents God wants them to be. (John 3:16)
- Providing an environment that is loving, supportive and nurturing for children, family and staff.
- Integrating God’s Word in all areas of teaching.
- Providing students with the tools to be prepared with a Christian world view.
- Providing students with the opportunities to open their hearts to Christ.
- Providing students with ministry opportunities.
- A staff that models Jesus Christ in their daily lives.
- Preparing staff to be capable and ready in the classroom to be ministers of God’s Word, and to teach academics to students of differentiated learning styles.

Statement of Faith

1. God is – He Exists – Gen. 1:1
2. God is one but three – The Trinity – Mat. 28:19
3. God is Creator – John 1:1-3; Gen. 1:1
4. God has spoken – The Bible – 2 Tim. 3:16
5. God rules – Sovereignty – Psalms 24:1-2
6. The Fall – Free Will – Romans 5:12
7. Truth – Exists in Christ – Eph. 4:21
8. Grace – God’s gift – Eph. 2:8
9. Salvation – Through Faith – Romans 3:21-23
10. The Church – God’s people – 1 Pet. 2:9-10
11. The Second Coming of Christ – Acts 1:11
12. Life – God is for it – Dt. 30:19-20; John 10:10s

Government

The school is governed by an advisory board consisting of members from Eagle’s Nest Fellowship Church, and Eagle’s Nest Christian Academy affiliates. The Director of Education is directly responsible to the Senior Pastor and the

school board. School employees are responsible to the Director of Education. Eagle's Nest Christian Academy is a ministry of Eagle's Nest Fellowship Church desiring to serve the church's families, as well as families in the community.

Admission Standards

We do not discriminate against students on the basis of race, color or national/ethnic origin.

The following are spiritual guidelines for admission:

1. We would prefer that both parents are born-again believers, but in certain circumstances a child may be admitted with only one born-again parent.
2. We are an extension of the Christian home. Therefore, in order for the home and school environment to be in harmony spiritually, we need to be in agreement in all areas.
3. ENCA is not a reform school for children that are having difficulty with authority in another school. If your child has been expelled or suspended from another school, they need to return to that school and be placed under the correct authority. If they still

desire to have a Christian education, they may be considered for enrollment at ENCA.

4. Your child should desire to attend a Christian school. Children that attend ENCA will receive an education that is Christ based and is in alignment with the Bible.
5. Our desire is to see every child become a born-again believer. We realize that this is a matter of choice and is subject to God's timing. The key issue at Eagle's Nest Christian Academy is that the values being taught at home and school are the same.
6. All families are encouraged to grow spiritually through church attendance, school sponsored activities, and their own personal and family devotions.
7. A parent interview may be required before acceptance to ENCA, depending on your personal testimony that is submitted along with the student's application.
8. Your pastor may receive a form about your spiritual walk from time to time.

The following are academic and form guidelines for admission:

1. Your child may need to be tested before entrance.
2. Admittance is dependant upon record transfers from student's last school.
3. The following forms must be completed and returned before admittance:
 - a. Authorization for release of records
 - b. Data entry form
 - c. Emergency medical form
 - d. Various medical forms including a health appraisal, immunization records, and permission to administer specific medication
 - e. Teacher emergency information card
 - f. Transportation information form
 - g. Financial enrollment agreement

Memberships

Eagle's Nest Christian Academy is a member of The Mid Atlantic Christian School Association (MACSA), and The Association of Christian Schools International. (ACSI)

Parents

In order for ENCA to fulfill its commitment to the Lord effectively, it is essential that parents:

Affirm the doctrinal statement of ENCA.

Agree with the mission, education philosophy, curriculum design and goals of ENCA.

Support ENCA through prayer and a positive attitude.

Expect their children to comply with school procedures and policies.

Follow the Matthew 5 and Matthew 18 principles for conflict resolution.

Matthew 5:23-26

The principle of Matthew 5 is simple. When we know that our brother or sister has problems with

us, we are to go to that person and only that person and seek resolution. To seek resolution we ask forgiveness for any offense that we may have caused.

Matthew 18:15-20

The Matthew 18 principle gives us a chain of command for dealing with problems with others. First, refer to Matthew 17:1-5 which refers to confronting ourselves first to make sure we are in line with the Bible. Then we go to the person with whom we have problems. If it is with the teacher, you should address the teacher first. If this does not work we are to go to the Director of Education or Dean of Students.

Students

The students of ENCA are expected to come to class with the right attitude and participate in the academic process to the best of their ability. They are to participate in chapel. They should represent themselves, their family, their church and their school in a positive light in all extra-curricular activities.

Bible Verse

II Timothy 2:15 – “Do your best to present yourself to God as one approved, a worker who does not need to be ashamed and who correctly handles the word of truth.”

Brief History

Pastor William Sammons started Eagle’s Nest Fellowship Church in 1991. In the spring of 1997, Pastor Sammons felt led to begin a daycare at the church facility. In the fall of that same year, Eagle’s Nest Christian Academy began with one teacher, one assistant, and nine students in kindergarten. The following year there were 9 students in the first grade program and twenty enrolled in the kindergarten program, with two teachers and one assistant. ENCA has expanded to include classes up through eighth grade. In order to keep up with our growing enrollment two wings were added to the building, one with classrooms and one with a gymnasium and classrooms. The need for quality Christian education has continued to be placed before us by the Lord.

As the student enrollment grew, we realized that the need to offer more than the basic academic

classes was growing as well. We do offer other programs in the sports and art area during the day and after school. These programs are decided each year according to the needs of the students. A need for child care before and after school became apparent, so a program was developed to provide for that need.

Eagle's Nest Preschool began in September of 1999 with one three-day-per-week program. The name was later changed to Eagle's Nest Early Learning Center, and has also grown in numbers. The preschool currently includes over one hundred children.

The ministries of Eagle's Nest, which is now under the direction of Pastor Robert Weed, includes Eagle's Nest fellowship Church, Eagle's Nest Early Learning Center, Eagle's Nest Christian Academy, and Eagle's Nest Campground.

Chapel

Chapel services for kindergarten through fifth grade are held once every other week. The day and time are determined at the beginning of each year. Bible is taught every day in the classroom by the teacher.

Field Trips

The teachers in each grade determine the field trips that will be taken each year. The following guidelines must be observed to ensure a safe, enjoyable trip for all:

1. A permission slip must be completed, signed and submitted by a parent for each field trip before a student is allowed to participate.
2. Only currently enrolled students may attend field trips.
3. All students must ride the bus to the field trip destination. If a student will be going home with his/her parent at the conclusion of the trip, a written note must be given to the teacher no later than the morning of the field trip.
4. Siblings that attend the school may not attend trips scheduled for another grade.
5. Younger siblings may not be a formal part of a field trip, and a parent who meets the group at a destination with a younger sibling may not be used as a chaperone.

PARENT COMMUNICATION

Progress Reports/Report Cards

Report cards are issued four times each school year. Progress reports are issued in the middle of each marking period for fifth grade only. Report cards are issued to students and on RenWeb. Report cards will not be released unless all fees have been paid for each marking period.

Parent-Teacher Conferences

Parent-Teacher conferences are scheduled throughout the year to provide an opportunity to discuss student academic, spiritual, and social development. Parents or teachers may schedule a conference at any time.

Homework

It should be assumed that any homework assigned will be appropriate to grade and subject level. Homework will be adjusted, minimized, or not given at all on Wednesdays. Parents are encouraged to check RenWeb, e-mail or call teachers if there are questions concerning assignments.

In case of absence, you may call the school and request that day's work assignments, which will be available by 2:00 p.m. at the school information desk. It is the student's responsibility to make up any homework missed due to illness.

All assignments must be completed by the end of the marking period in which they are assigned, or the student's grade average will be lowered (unless due to a lengthy illness).

Copying homework from one student to another is considered a serious violation of Christian conduct and will result in disciplinary action for both students.

Morning and After Care

Doors open at 6:30a.m. All students that arrive before 7:30 a.m. should report to the cafeteria and sign in for morning care. Children not picked up after school by 3:15 will be taken to the cafeteria (Kindergarten-second grade), or to the café for all other grades. Parents will be charged a set fee for this care. You may get a fee sheet from the front desk. For the safety of our students, no student should be roaming the halls before or after school

without adult supervision. If a student cannot follow these guidelines, parents will be asked to make alternate arrangements for their children.

School Closings

If for any reason we need to close or delay school on short notice, parents will be given details by way of the school Web site and media listed below. Regarding delays for severe weather, please use your own discretion regarding safe driving conditions. If you feel that road conditions are not safe, please do not attempt the commute.

Radio Stations/TV Channels

WGMD – 92.7, WBOC, WMDT and WKNZ 88.7

Lost and Found

Parents are asked to label jackets, shoes, coats and any other items that young children may lose so we can identify the owner and return the lost items. If you should lose any item, please check the lost and found bin located in the school lobby. If the item is not in the lost and found bin, check other possible areas. Finally, notify the school office so we can make an announcement in the school Parent

Reminder as a courtesy to you. The school assumes no responsibility for lost or stolen items.

Attendance/Absences

All students who miss a day of school must:

1. Have a note from his or her parent or doctor explaining the reason for the absence upon their return to school.
2. Students returning without an excuse from their parent or doctor will be given a school absentee form to be completed and returned the following day.
3. The office may attempt to call the student's home, but if the attempt is unsuccessful, the absence will be considered unexcused.

Following are the definitions of excused, unexcused, and illegal absences:

1. **Excused** absences are granted when students are sick or when circumstances beyond their control prevent them from being in school. Notice must be given one week in advance of absence due to family vacations or church retreats in order to be considered excused. Please notify the

school by sending a note to both your child's teacher and the office. A maximum of five(5) days absence is allowed.

2. **Unexcused** are when the school does not receive a note from the parent, or a school absentee form is not completed and returned to the teacher the following day. This includes going to work with a parent.
3. **Illegal** absences are assigned for truancy or willfully missing school for no apparent reason.

Excessive absenteeism could result in your child being retained.

Tardiness

School begins at 8:00a.m. After 8:10a.m., a student is considered tardy unless adverse weather conditions are in effect. If a student is tardy seven times in one marking period, a conference will be scheduled to help resolve the problem. Promptness enables all students to begin the school day together and shows consideration for the children and the teacher.

ENCA expects students to be on time to school and to class. Punctuality is an important aspect of

training. What we do with our time is important to God and society.

Illness

If a student complains of being ill or shows signs of illness, he/she will be sent to the nurse's office for care. It is the policy of the school to give Tylenol or other medication only with the parent's permission. Other medicines will only be administered if furnished in their original containers with specific instructions from parent and physician. Children who are sick are to stay home until released by their physician to return to school. They must not have a fever, diarrhea or any vomiting for 24 hours before returning to school.

Signing In and Out – Early Dismissal

Students leaving school must be signed out at the front desk by a parent or approved individual. Parents or guardians must send in a written permission note for early dismissal. Teachers will not release a student except to a parent or approved individual. Parents must notify the teacher and the school office of any special court

orders or special pick up directions, verified with written copies of these court orders or directions.

Early Dismissal/Late Arrival

Students must attend school until 12:00p.m. or must arrive in time to participate at least four hours, in order for that day to be counted. A student must be in school at least 4 hours in order to participate in any extra curricular activities for that day.

Trip Slips

Due to the fact that we live in a resort area, not all families have the luxury of taking vacations in the summer. At ENCA we take this into account. Your child will be marked absent for days missed, but have the opportunity to make up work that is missed during this time, as long as the work volume doesn't cause hardship on the teacher and classroom to keep the student current with the class. Your child's teacher should be notified in writing two weeks in advance that you will be gone, so they have time to prepare the work for the student to take with them.

Visitors/Celebrations

Parents and visitors may come to classrooms at any time as long as it is not disruptive to the class. They must first sign in at the front desk and clarify their reason for the visit.

Parents who wish to bring special food to lunch must have the teacher's permission at least 24 hours prior to the event. (ex. birthday cake, etc.) Also, due to allergies, please send in a recipe along with the snack so the teacher knows what ingredients are in the food in case an allergic reaction occurs.

Flowers or gifts should be delivered to the front desk, and will be given to the student at the end of the day to avoid classroom disruptions.

Lunch Information

Eagle's Nest Christian Academy prepares hot, nutritious lunches as well as a salad bar to meet the needs of the student's nutrition according to the State of Delaware guidelines. Your child may also pack his/her lunch. Some microwaves are

available for heating food; but keep in mind that lunch times are limited.

Parents must begin a lunch account. The office requests that each account begin with the amount needed to purchase one lunch card (25 lunches). The amounts are as follows: K-3rd (\$43.75) and 4th-5th (\$56.25) (subject to change). The lunch card is given to the classroom teacher who monitors purchased lunches. The teacher will notify the parent when the account needs to be replenished. Lunch cards with remaining funds are given to the office at the end of the year.

Two copies of the lunch menu will be sent home each month to children in grades K-1. Please circle “yes” or “no” for each daily choice and retain one copy at home and return the other to the school. If the student is not buying lunch for a given month, return the menu with “No Lunches” written on the top. If your child purchases both hot lunch and salad bar, they will be charged for a double lunch. If your child is in grades 2-5, they will be asked to fill in their menus during school hours.

One copy will remain here and the other will be sent home for your reference.

Conduct and Discipline – Romans 13:1-2

Eagle’s Nest Christian Academy is a component of discipline. The school is not the primary source of discipline. Parents are the primary source of discipline for their children. However, by attending ENCA and agreeing with the philosophy, mission and policies of this organization, each student has been placed under the school’s authority, rules and policies.

When parents enroll their children in ENCA, they agree to abide by these standards on and off of the campus. Should there be a need for disciplinary action, the administration will look at the following scriptures before discipline is implemented. There are four types of people represented in the book of Proverbs: the wise, the naïve, the fool and the scoffer.

The Wise:

These are students that desire to live in accordance with the will of God. This is seen in their desire to submit to the authority over them. “A wise person will appreciate counsel and learn from their mistakes.”

Proverbs 19:20

The Naive

These are students that make unwise decisions, but have no malice intent in their actions. These are students that are usually “caught up” in the action without desiring to do wrong. These students will face stronger discipline over counseling, but will take heed to the discipline, and learn from the event. Proverbs 14:15

The Fool

These are students that know right from wrong and choose to do wrong. The fool is usually acting out of a rebellious spirit yet can be restored through discipline that leads to repentance. These students will face discipline that will lead to repentance. Proverbs 14:9

The Scoffer

These are students that are not only rebellious, but have a non-teachable spirit. They usually have no desire to repent. Scoffers will not do well at ENCA. Scoffers will face long term suspension or expulsion. Proverbs 15:12

The character type will determine the disciplinary action that the school takes in each situation.

Discipline is not what you do to a student, but what you do with a student. Parents are the key to successful discipline, and are valuable to the support needed to obtain repentance. Teachers will use positive interaction as much as possible. The teacher is the authority in the classroom. This gives the teacher the ability to set consistent, firm policies in the room. The teacher will also recognize his/her students need for warmth and understanding.

Standards of Conduct: Christian Character

ICorinthians 2:1-5, 2 Corinthians 5:20,
Colossians 3:17, 22, Jude 3

Expulsion or Dismissal From School

This is the most serious form of discipline. The student will be asked to leave immediately and will not be permitted to return unless invited by the school. The student will not be allowed to participate in any extra-curricular activities that are school related. Suspension is prescribed at the discretion of the administration.

Expectations

- Students are expected to come to school prepared with the proper materials, textbooks, and completed assignments.
- Students are expected to be on time. Students are to remember that the teacher is the person in authority in the classroom, and that the teacher's rules will dictate the classroom.

Disciplinary Guidelines

Once a student is accepted into ENCA they are considered a part of this school and are subject to its policies. They are expected to maintain this conduct in and out of school.

Detention

If a student behaves in a manner that is contrary to the mission of ENCA, they may be required to stay after school for disciplinary reasons. If this occurs parents will be notified in writing along with a phone call from administration. The parent is responsible for transportation.

Suspension

The administration will make the decision of suspension. All work that is missed during suspension cannot be made up. It is an automatic loss of participation in extracurricular activities during the suspension time.

Loss of Recess

Loss of recess for disciplinary reasons must have parent's approval, as students need movement during the day. This is also true for keeping children in from recess due to incomplete homework. Parents need to understand that not turning in homework on a regular basis could result in their child not being promoted to the next grade.

Bullying Policy

Does ENCA have a bullying problem? No, but we are making a policy so we can keep our standards high, and have our students treated fairly and equally in the image of Christ. Bullying is too serious to ignore. Even when it appears to be minimal, children need to be trained to eliminate offensive behaviors, and stand up for those that

are unable to stand for themselves. Each child has the right to feel safe at school. A consistent approach of respecting others is one way of living up to the name of a Christian school.

When bullying occurs:

- The children use the walk your talk steps: (Stop, Listen, Talk, Agree)
- If the problem is not resolved, the teacher will intervene and personal apologies will be expected face to face when possible.
- The offender will be asked to sit out for a designated amount of time during recess. The offender will be given a warning that the parents will be called if the incident occurs again.
- If the action is intentional, the teacher may call the offender's home the first time.
- The second offense will be reported to the administration and parents of the offender will automatically be called and the offender will explain the incident to their parent.
- Repeat Offenders will be given a stronger discipline each time as it arises.

Emergency Procedures

In regard to emergency or terrorist threat – the safety of the children is our first priority. The school has procedures in place to respond to various scenarios, and in addition to the resources noted under “School Closings”, parents would be contacted via email and telephone as soon as possible.

Fire Drills

The school holds fire drills once a month.

Electronic Devices

Cell phones, CD players, beepers, I-pods, Game boys, Palm Pilots or any other electronic device cannot be used at any time during the school day. If the aftercare director permits any electronic devices in before or after care, they must be kept in their book bag during the day.

Telephone

The school phone is staffed from 7:30a.m. to 5:30p.m. each week day year round.

Students may only use the phone for emergencies (teacher supervised). In order to encourage

responsibility, they may not call for items forgotten.

Grading Policy

Students will receive report cards four times a year.

Academic subjects are assessed using the following percentage weights:

Tests=50%, class work and quizzes=40%, and homework and projects=10%.

Preschool is not graded, but is assessed using a skills checklist developed from the curriculum used. The assessment checklist uses S for satisfactory, and N for needs improvement, and may include a + or – sign to indicate a strength or weakness.

Kindergarten is graded using S for satisfactory or N for needs improvement, and may include a + or – for a strength or weakness.

Grades 1-5 are assessed based on the following number grade system:

A=91-100 B=82-90 C=73-81 D=65-72 F=64 and below

Note: Not all subjects in first and second grade are assessed using the above numerical value system. If applicable, an S or N is used.

Note: Special grading circumstances must be approved by the Director. If special circumstances exist, the student report card will note the grade level performance in the content area and curriculum or program used.

Computer Grading and Student Information Website

Computer grading begins in the fifth grade. RenWeb is a web-based system that allows parents to view their child's report card, menu, attendance, school announcements, parent reminders, homework assignments, and classroom information via internet. In order to log on to RenWeb, a parent must first complete a form, which can be obtained at the office.

Standard Testing

Our 3rd, 5th and 8th grade students take the Stanford Achievement Test.

Retention

Retention in K-5th is based on individual achievement. The decision includes an evaluation of the student's academic strengths and weaknesses balanced with a realistic ability to obtain the skill or knowledge needed to complete the next course of study. When applicable, curriculum guidelines are referenced to assist the teachers and administration with decisions concerning the retention of a student.

A student may be retained pending specified academic improvement or help with that subject during the summer.

A student may be promoted on a trial basis. The trial basis may include assistance from the cyber classroom. The cyber classroom gives a student the ability to work ahead or if a student is struggling a chance to catch up to the other students in academic areas. This is done with a lower student/teacher ratio through a computer program called "Switched on Schoolhouse" (SOS).

Report cards will reflect accommodations implemented, academic progress, and the program used to determine assessment and skill level.

Social, emotional, and behavioral development will be heavily factored into the decision. We require that parents be involved with the academic progress of their child. If your child is not making academic progress, we will ask you to employ a tutor to help with the academic pursuit of your child's education.

Any teacher suspecting that a student is in danger of retention for the year, will schedule a conference with the parents at the end of the second marking period. The Director will attend that meeting, and a course of action will be determined.

Dress Code

Eagle's Nest recognizes that a person's dress does not make them a Christian or even more spiritual. However, as a school, we reserve the right to set a standard we believe will honor God and create an atmosphere conducive to learning. We expect parents to make sure that their child is conforming to this standard when they come to school.

Girls Uniform

Girls must wear a tan, navy, or green plaid uniform, and the hem of the skirt must touch the floor when kneeling.

- a. K-5th grade may wear the uniform style or culotte style jumper. Uniform pants, shorts, skirts or skorts are also permitted.
- b. If your child is wearing a jumper or skirt, they should have shorts underneath due to playground activities, and also K – 4th does not wear a gym uniform.
- c. Polo-style shirts must be worn with the uniform (K-5th). The acceptable color combinations are as follows: A red polo-style shirt must be worn with the blue uniform. A navy blue polo-style shirt must be worn with the tan uniforms.
- d. Green plaid jumper:
K-4th grade girls – a red, navy or white polo-style shirt must be worn.
5th grade girls – a red or navy blue polo-style shirt may be worn. White shirts may be worn but only under a sweater vest or the plaid jumper. The sweater vests must match what you are wearing.

However, all shirts and blouses must be buttoned up; and only the top button is allowed to be open.

All polo-style shirts must have the ENCA emblem on them (for 5th – 8th grade only).

Red, green, white or blue navy blue socks or leotards must be worn. If the student is wearing socks they should have white, red, green, or navy blue shorts under their uniform.

No flip-flops or wheeled shoes of any kind are permitted. Sandals with a strap on the back will be permitted. Heel size should be kept under one inch.

Any make up should be kept at a bare minimum.

Hair should be neat and out of the eyes.

Note: Uniforms can be purchased from any department store that carry uniforms that meet the uniform code standards. 5th graders will need to buy shirts from Rose Uniforms.

Boys Uniforms

Boys must wear docker-style pants and polo-style shirts in the following combination:

- a. Navy blue pants or long shorts with red polo-style shirt.
- b. Tan docker-style pants or long shorts with a navy polo-style shirt.

Boys must wear socks with their shoes.

Hair must be off the collar and ears must be seen.

The only jewelry boys are permitted to wear are a watch or a cross necklace that should not be hanging on the outside of their shirt.

General Information Regarding Uniforms and Special Days

1. Undershirts worn by boys should be white with no logos.
2. Hats are not to be worn in the building.
3. All sweaters must be button down or zip-up. Hooded zip-up sweat shirts are permitted as long as they are plain in color (no logos permitted). Hoods may not be worn in the building. The acceptable colors include navy blue,

green, white, red, gray, tan, brown, or black.

4. Brown or black leather belts must be worn by girls and boys if belt loops are present on pants or shorts.
5. Shirts must be tucked in at all times during the school day.
6. Sneakers may be black, blue, or white without fancy decals. We ask that students wear sneakers the day they have physical education. No wheeled shoes or flip flops are permitted by any student.

Dress Down Days

The following standards for dress down days are as follows:

- a. T-shirts or tops must cover the hips, even when hands are raised. Logos on shirts must be appropriate.
- b. Jeans/pants must be worn up to the waist and must be loose fitting.
- c. A belt must be worn if pants/shorts have belt loops or if the shirt is tucked in.

- d. Shoes must be able to stay on feet. NO flip flops or wheeled shoes.
- e. DDD cards must be given to the teacher the day before a student is planning to dress down unless designated by teacher or administration.

Note: If a student comes to school inappropriately dressed on a normal or dress down day, parents will be called and must pick the student up immediately.

Miscellaneous Information

The school and the property surrounding it belongs to the Lord, and it is all of our responsibilities to take care of it. This means if you broke it, fix it or tell someone so they can get the appropriate person to take care of it. If you dropped it or you see it where it is not supposed to be, pick it up or put it where it belongs. If you spill it, clean it up. If you open it, close it, or if you turned it on, turn it off.

Note: Chewing gum is not permitted on the property at any time.

Handbook Revision

The school reserves the right to change or amend the student handbook at any time, including during the academic school year.