



Streams of Hope

Christian Academy

———— Guidebook ————

(Updated 06/21/2022)

MISSION STATEMENT

Recognizing students' unique academic, social and spiritual needs while nurturing them to be creative, self-motivated and Holy Spirit led leaders who courageously impact every area of culture with the Gospel of the Kingdom of God.

GENERAL INFORMATION

- Streams of Hope operates within the structure of the constitution and by-laws of Heartland Church of Fort Wayne.
- We recognize that we live in a world shattered by sin and that profoundly affects all aspects of our humanity, including our sexuality. Streams of Hope is committed to the following two things which we believe are not exclusive to each other, but must be held in tension under the direction of the Holy Spirit:
 - We are committed to love, care for, and walk with each of our students through any struggle they are having, including sexual identity and gender issues. It is our aim to point our students to the love and grace of God, help each student have a growing relationship with Jesus and learn to follow Him.
 - We are committed to upholding the Biblical teachings on marriage, sexuality, and gender. These Biblical teachings include: The marriage relationship has been established by God as a union between one man and one woman (Genesis 2:24; Ephesians 5:31). Sexual intimacy and sexual activity is appropriate only within the marriage relationship, between one husband and one wife (1Corinthians 7:2; Hebrews 13:4). And God has created two distinct and complementary genders, male and female, and each person is created in accordance with God's perfect design (Genesis 1:27; Matthew 19:4).
- We understand that families enrolled at Streams of Hope attend many different churches with different doctrinal positions, or may not attend church at all. However, we do ask that you read the doctrinal positions of Heartland Church as found on our website:
www.streamsofhopeacademy.com/about/.
- Streams of Hope Christian Academy has chosen not to pursue accreditation for the following reasons:
 - We are committed to remaining true to the tenets of our faith without fear of compromising our Christian ideals or capitulating to bureaucratic ideas of how a classroom should be run.
 - We have chosen to maintain our own high standards while adhering to the state of Indiana's legal requirements for private schools.
- Although our teachers and assistants collectively have many years of experience and success, it should be understood that not all are licensed by the state of Indiana. Please note also that we may not be able to meet the needs of students with behavioral issues or severe academic challenges.
- If parents or students find that the educational philosophy/procedures at Streams of Hope are not working for their student(s), it is understood that, after giving two weeks' notice, the parents may withdraw their student(s).
- In the event of student dismissal/withdrawal, Streams of Hope will provide all grades, pertinent documentation, standardized test scores and all other appropriate paperwork to enable the withdrawing student to make a smooth transition to another school. However, these grades and transcripts will only be released after full payment and obligations have been met, including all

tuition, late fees, and/or damaged material or property fines. All textbooks and materials belonging to the school must also be returned. If the student withdraws or is expelled at any time during a given school month, tuition will not be refunded or prorated for that month.

- Doors to the school will remain locked at all times. Should you need to enter the building, enter at door 1, the main office door. Ring the doorbell and stand in front of the camera. Identify yourself by name when asked to do so.
- In the event that the student's parents are separated/divorced, it is imperative that both parents:
 - understand the policies of Streams of Hope,
 - fully agree upon the student's placement,
 - and sign the Guidebook Summary Page to demonstrate their support and agreement.
- If there are custodial issues or adults who are NOT permitted to pick up your child from school, please communicate these details in writing prior to the first day of school.
- Normal drop off and pickup of students will continue to happen at door 3. Every family will be given a number card for their car. You may have multiple cards. This card must be shown to pick up your child at the end of the day. Please enter the parking lot through the Ferguson entrance and leave through the Vance entrance. For drop off, pull up to door 3 and let your child out. A staff member will be at the door to greet the children. At the end of the day, please pull up to door 3 and make sure that your number card is visible to the staff member who is releasing the children.

TUITION

- Tuition for the school year, including textbooks, will be \$325 per month per student enrolled in our half-day program. The full-day program rate will be \$400 per month per student. For both options, a multi-student discount can be applied. See a Streams of Hope staff member for more information.
- Tuition is payable from September through May (August tuition will be paid upon enrollment) and is due on the first school day of each month.
- A late fee of \$10 will be assessed after the 10th of the month. Please make tuition checks payable to Streams of Hope.
- We strongly believe in Biblical financial stewardship, including tithing (the giving of the first 10% of your income) to your home church. Paying tuition for your student(s) to attend Streams of Hope is not the same as tithing. We strongly encourage each of our families to tithe to their home church.

SCHOLARSHIP

- Student must be enrolled at Streams of Hope Christian Academy during the 2022-2023 school year. Scholarship will be terminated if the student withdraws from the school.
- Scholarship money will not be paid out to the student or the student's family, but will instead be applied to the student's tuition each month (i.e. a \$500 scholarship will reduce the student's monthly tuition by \$50).

- Scholarship money may be applied to half-day or full-day tuition and will not be affected by a change in half day or full day status.
- Scholarship recipients must maintain an average grade of a B- or above, with no individual grade lower than a D. Failure to maintain these grades will result in a warning and could result in termination of the scholarship.
- Student must be in good standing at all times, following the protocols set forth in the student guidebook. Student must also be present for 95% of the 180 required school days.
- A scholarship application for currently enrolled students must be completed prior to May 31 of the current school year. Scholarship funds are limited and cannot be guaranteed from year to year.

FEES

- Textbooks are included in the monthly tuition; however, parents are responsible for purchasing their student's miscellaneous supplies. A list of needed supplies will be provided. Families will be responsible for reimbursing Streams of Hope for any irreparable damage their students may cause to school books, electronics, furniture or any other school or church property (ie: student desk \$250, long tables \$260, student chair \$60, iPad \$320, etc.). Allowances will be made for normal wear-and-tear.
- A damage deposit of \$50 may be assessed. This will be refunded at the end of the school year if non-consumable materials are returned unmarked and in good condition.
- The first month's tuition (\$325 or \$400) is due in full upon enrollment. Regular tuition payments will not begin until September. Your child's spot is not secured until the first month's tuition has been received.
- A testing fee of \$45 is due at the beginning of each student's diagnostic assessment.
- A non-refundable application fee of \$75 is due upon submission of the enrollment application.
- Beginning with the 2023-2024 school year, there will be a \$50 technology fee which will be due with enrollment.

SCHEDULE

- Each day begins promptly at 8:30am. Students may arrive no earlier than 8:15am.
- Students who are enrolled for half-day are dismissed at noon.
- Students who are enrolled for full-day are dismissed at 2:30pm.
- We understand that sometimes situations arise that will necessitate early dismissal for a student. If a student who is registered for full-day will not be staying for the full day, or a half-day student needs to leave prior to noon, please text your child's teacher and report to door 1 Monday through

Thursday and door 3 on Friday. Your student will not have access to their cell phone or email during school hours. If you need to contact the school, please text your child's teacher.

- Students are not permitted to call parents during school hours and ask to come home early.
- We will have a chapel service every Wednesday morning from 8:45am until 9:15am. Parents are welcome to attend.
- Afternoons are unique at Streams of Hope. Full-day students enjoy a balance between organized classes (focused on the arts, faith and life skills) and what we call "Creative Space."
- Creative Space times will offer students organized downtime to pursue personal passions and giftings in music and the arts. Some of the choices include:
 - pursuing mentoring relationships with a "creative coach,"
 - practicing musical instruments and taking private lessons (see below),
 - creating personal artistic projects,
 - receiving individual instruction/tutoring,
 - completing homework,
 - enjoying organized play areas, reading or audio story time,
 - watching approved educational videos,
 - and an optional Chapel Worship Team practice time.

PRIVATE MUSIC LESSONS

- Full-day students have the option to sign up for private music lessons that will take place at a set time during the afternoon. Our hope is that this gives parents one more opportunity for their children while providing them with more family time throughout the week. Private lessons are available to students for an additional fee. See a Streams of Hope staff member for more details.

ACADEMIC POLICIES

- Each student agrees to take responsibility for his/her education during school hours.
- Streams of Hope teachers will provide each student with a personally customized curriculum, appropriate educational methodology, tutorial assistance as needed, daily lesson plans and record keeping, including accurate attendance records as required by the state of Indiana.
- Curriculum will be chosen and presented within a Biblical worldview.
- The student agrees to work diligently and do his/her best, completing all assigned work neatly, carefully, completely and on time. Sleeping in class, causing distractions and disruptions, excessive talking or noise making will not be tolerated.
- It is recommended that when schoolwork needs to be completed at home, the student agrees to finish all assigned homework in a specified area conducive to study. Television, tablets, iPods, phones and all other distractions should be eliminated, although it is understood that some students study better when quiet music is playing in the background.

- Parents are responsible to check to be sure homework was completed and to verify this by signing the student's planner page or homework slip daily.
- Schoolwork is to be completed in pencil unless a specific assignment dictates otherwise. Calculators are permitted only with permission or to follow the lesson's instructions.
- Comments such as, "I forgot to do my school work...my mom/dad didn't remind me...I went to the movies/mall...but there was such a great educational TV program on...my friends came over and stayed all evening" and similar excuses are unacceptable reasons for failing to finish school work on time at home.
- All true emergencies, illnesses and unexpected events will be individually evaluated. Valid reasons for not completing homework assignments on time need to be documented by a parent.
- Our teachers are responsible to promptly evaluate, grade and review assignments as necessary with the student to further ensure and enhance learning and will also keep in regular contact with parents in person, by text, telephone and/or email.
- Progress reports will be issued and parent-teacher conferences will be held within three weeks of the end of the first quarter and at the end of the school year. If a parent/guardian or teacher would like to have a conference at another time, arrangements will be made.
- Parents are expected to call 24 hours in advance if a scheduled conference needs to be cancelled or rescheduled.
- Streams of Hope teachers will conduct yearly standardized testing in the spring for interested families. Testing is highly recommended but not mandatory. Middle school students are advised to begin preparing for PSAT, SAT and/or ACT tests, which they may begin taking in their freshman year. Your student's teacher will have more information.

ATTENDANCE POLICIES AND PROCEDURES

- Students are expected to stay home when ill. Coming to school when sick is neither educationally productive nor considerate of other students and staff.
- If sick with a fever, the child must be fever free for 24 hours prior to returning to school.
- A parent is required to text or call by 7:45am (leave a message) every day their student is going to be late or absent because of illness. If repeated patterns of lack of communication occur, we will conclude that your child is truant and we will proceed accordingly.
- If possible, parents must give at least two days' advance notice of anticipated excused absences for doctor appointments and other appointments or obligations. At least one to two weeks' notice must be given when longer absences, such as trips or other special events, are planned.
- Unexcused absences are those that have not been approved by your student's teacher. After 5 unexcused absences, a parent-teacher meeting will be required.

- Scheduled school days may be cancelled because of inclement weather, special events or unanticipated emergencies. When weather is an issue, parents will receive a text indicating whether Streams of Hope will be delaying or cancelling classes. If we do not cancel or delay but parents choose to keep their students at home, they are responsible to inform their student's teacher via text. If school is cancelled, in order for the day to count as a school day, you may have an at-home school day or schedule a field trip.

FOOD AND SNACKS

- Parents are expected to see that their students eat a nutritious breakfast (which should include protein) each morning before school.
- Full-day students must bring a lunch to school. Streams of Hope does not serve lunch. Students will not be permitted to skip lunch since this interferes with learning.
- Students are permitted to bring a water bottle to keep at their desk. Only water is permitted. Please do not send juice, soda, or any other type of drink.
- Students will be permitted to eat a nutritious snack during break time from 10:30-10:45am. Snacks should not include candy. Recommended snacks include fruits and veggies, granola bars, nuts, or energy/protein bars.
- Students will not have access to a refrigerator, so please plan accordingly.
- Students must clean up after themselves immediately after eating.

BEHAVIORAL POLICIES

- A probationary period of up to one grading quarter (nine weeks) will be observed for each incoming student.
- If it is determined at this time, or at any other time during the school year, that this schooling situation is not working for any reason—academic, social, physical or spiritual—the student will be withdrawn from Streams of Hope. (See General Information for details.)
- Students are not permitted to engage in behavior that is distracting to other students or the teacher. Distracting behavior includes, but is not limited to making excessive noise, passing notes.
- Older students must set a good example for younger children in actions and speech.
- Students must not mark on, deface or break school property, church property or property belonging to other students. Damaged property is to be replaced at the offending student's expense. (ie: student desk \$250, long tables \$260, student chair \$60, iPad \$320, etc.)
- Streams of Hope has a zero tolerance policy for acts of physical violence or threats of violence made toward or against other students, teachers, or volunteers. Breach of this policy will result in immediate suspension pending an expulsion hearing with senior church staff and the school board.

- Offenses include but are not limited to:
 - the use of force toward a person's body or personal belongings,
 - maliciously attempting to cause physical harm to persons or property,
 - the use of racial slurs, sexual slurs, serious threats of physical harm and sexual misconduct,
 - and possession of any weapons, including but not limited to guns, matches, lighters, or knives while on school property.
- Cell phones, iPods, iPads, radios, CD players, smart watches and hand-held or personal laptop computers or video games are prohibited unless specific permission is given. If your student has a cell phone or smart watch, it **MUST** be placed in the classroom's designated area upon arrival at school and left there until dismissal. Taking pictures and/or videos of other students is strictly prohibited unless advance permission is given by Streams of Hope teachers.
- Lying, cheating, stealing, profanity, excessive absences or tardiness, physical aggression (bullying), disrespect, harassment of other students and/or the teacher and persistent lateness of assignments will not be tolerated.
- Please see the Streams of Hope Discipline Plan for further explanation.

DRESS AND PERSONAL APPEARANCE

- Each student's appearance must be discreet and modest. Please read this part carefully!
- All shirts and blouses must be long enough to be tucked in. Spaghetti straps and crop tops are not permitted. Female students must wear shirts with modest neck lines.
- Skirts, dresses and shorts must be at least mid-thigh length.
- Pants must be worn at the waist and must not drag on the floor.
- Ragged clothing or clothing with holes is not permitted. Jeans with intentionally styled holes above the knees must have solid material behind them.
- Students may not wear clothing that displays writing or pictures that are vulgar, suggestive or advertising drugs, weapons or alcohol.
- Hair should be neat, clean, and well-kept.

Guidebook Signature Page



Streams of Hope

Christian Academy

Tuition for the _____ school year will be _____ per month, due on the first school day of each month. A late fee of \$10 will be assessed for payments received after the 10th.

Damage deposit: _____

Diagnostic testing: _____

Application Fee Paid: _____

August Tuition Paid: _____

Please make all checks payable to Streams of Hope.

We have read the entire Streams of Hope Guidebook and we all agree to the above-stated terms and conditions. We will sign and return the Guidebook Signature Page to demonstrate our agreement.

FATHER

DATE

MOTHER

DATE

STUDENT

DATE

STUDENT

DATE

STUDENT

DATE