



PARENT / STUDENT HANDBOOK

2018 -2019

Goodness Truth Beauty

**3401 SE Lake Weir Avenue
Ocala, FL 34471
352-622-4410
victoryacademyocala.com**

Victory Academy does not discriminate on the basis of race, color, or national origin in the administration of its educational policies, admission policies, scholarships, athletic programs or other school sponsored events.

Mission Statement

Victory Academy Ocala's **mission** is to provide a Christian based classical education for children in Jr. Kindergarten through 12th Grade dedicated to nurturing and challenging the whole person; body, mind and spirit to the glory of God. To that end we commit to:

- creating a Christ centered environment for students and faculty alike
- employing teachers who seek to serve, excite and challenge students to think
- teaching students to serve and honor Christ in word and deed
- providing leadership which inspires and empowers the faculty and students to carry out our mission
- encouraging students to seek their God-given talents and use them for His glory



“...but grow in the grace and knowledge of our Lord and Savior Jesus Christ, to Him be the glory, both now and to the day of eternity. Amen.” 2 Peter 3:18

Victory Academy Victory Verses

Proverbs 2:6-8 and 1 Corinthians 15.57

For the Lord gives wisdom, and from His mouth come knowledge and understanding. He holds **VICTORY** in store for the upright, He is a shield to those whose walk is blameless, for He guards the course of the just and protects the way of His faithful ones. But thanks be to God! He gives us the **VICTORY** through our **LORD JESUS CHRIST**.

Victory Academy Ocala Statement of Faith

We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God in its entirety and, therefore, is our final authority in matters of faith and practice. (2 Timothy 3:16, 2 Peter 1:21).

We believe there is one God, eternally existent in three persons – Father, Son, and Holy Spirit. He is omnipotent, omniscient, and omnipresent. (Genesis 1:1, Matthew 28:19, John 10:30).

We believe in the deity of our Lord Jesus Christ (John 10:33), His virgin birth (Is 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His Resurrection (John 11:25, 1 Corinthians 15:4), His Ascension to the right hand of God (Mark 16:19), His personal return in power and glory (Acts 1:11, Revelation 19:11).

We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone are we saved (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Ephesians 2:8-10; Titus 3:5).

We believe that faith without works is dead (James 2:17, 26).

We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of condemnation (John 5:28-29).

We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 2:12-13, Galatians 3:26-28).

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18).

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complimentary genders together reflect the image and nature of God. (Genesis 1:27-28) Rejection of one's biological gender is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning and that is marriage sanctioned by God which joins one man (biological male) and one woman (biological female) in a single, exclusive union, as delineated in Scripture. (Genesis 2:18-25) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Corinthians 6:18, 7:2-5, Hebrews 13:4) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. (Genesis 2:18, 22-24, Matthew 19:4-6, Mark 10:6-9, Hebrews 13:4)

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matthew 15:18-20, 1 Corinthians 6:9-10)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21, Romans 10:9-10, 1 Corinthians 6:9-11)

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31, Luke 6:31) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the values of Victory Academy Ocala.

We believe in the sanctity of God-given human life, that it begins at the moment of conception and that it is a violation of God's Sixth Commandment to purposefully and willfully end a life before birth. (Psalm 139:13-16)

We believe that in order to preserve the function and integrity of Victory Academy Ocala as part of the local Body of Christ and to provide a biblical role model to Victory Academy Ocala's staff, students, and the community, it is imperative that all persons employed by Victory Academy Ocala in any capacity, or who serve as volunteers, agree to and abide by this Statement on Faith. (Matthew 5:16, Philippians 2:14-16, 1 Thessalonians 5:22)

This Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality and the proper conduct of mankind, is the sole and final source of all that we believe. Victory Academy Ocala's Governing Board of Directors has final interpretive authority regarding the Bible's meaning and application as it relates to Victory Academy Ocala's faith, doctrine, practice, policy, and discipline.

STATEMENT ON THE FAMILY

Parental Responsibility (Deut 6; Eph. 6:4)

God has granted to parents the responsibility and authority for raising their children, including the responsibility of educating them. The heart of this education is the teaching of God's Word, with all areas of knowledge included. Victory Academy Ocala seeks to assist parents in this God-given responsibility.

GOALS FOR VICTORY ACADEMY *"A Christ-Centered and Classical Education"*

CHRIST-CENTERED - CHRISTIAN WORLD VIEW

In all its levels, programs, and teaching, Victory Academy Ocala seeks to:

- A. Teach all subjects as parts of an integrated whole with the Scriptures at the center (II Timothy 3:16-17)
- B. Provide a clear model of the biblical Christian life through our staff and board (Matthew 22:37-40)
- C. Encourage every student to begin and develop his relationship with God the Father through Jesus Christ (Matthew 28:18-20, Matthew 19:13-15)

CLASSICAL

In all levels, programs, and teaching, Victory Academy Ocala seeks to:

- A. Emphasize grammar, dialectic, and rhetoric in all subjects (see definitions below)
- B. Teach subjects as they are integrated into the four periods of history: Ancients, Middle Ages, Renaissance/Reformation, Modern
- C. Encourage every student to develop a love for learning and live up to his academic potential
- D. Provide an orderly atmosphere conducive to the attainment of the above goals

Definitions:

Grammar: The fundamental rules of each subject; learning the facts, memorization (concrete thinking), "gaining knowledge"

Grades K-6th would find students gathering facts, storing up large amounts of knowledge, dealing with concrete information, learning standards of truth, memorizing lists of basics from each curricular area, and engaging in hands on experiential learning.

Dialectic: The ordered relationship of the particulars in each subject; how the facts work, the "why" stage (analytical thinking-understanding), "gaining understanding"

Grades 7th-9th would find students gathering information into proper relationships, learning to reason, studying formal logic, putting parts together to form the whole, shifting from concrete to analytical, doing cross-curricular projects, discovery, and experiments.

Rhetoric: How the grammar and logic of each subject may be clearly expressed; writing and speaking with eloquence (abstract thinking-wisdom), "gaining wisdom"

Grades 10th-12th would find students using abstract thinking, delving deep into curricular materials, using knowledge and understanding in application to life issues, writing and presenting research. Students should use these methods: essays, oral presentations, debate, defense papers, cross-curricular projects, and written expression.

WHY USE A CLASSICAL APPROACH AND METHODOLOGY TO EDUCATE OUR STUDENTS?

- 1. People with a Christian worldview developed the classical educational system.**
- 2. The classical approach coheres better with a biblical view of man. Secular educational theory views man as inherently good and, if left to his own devices, will choose the right thing. The classical approach inculcates information, how to think and how to communicate, rather than leaving the students to their own devices to discover their own truth.**
- 3. The Trivium model of classical education passes the biblical test. The model is comprised of three phases of learning: grammar, dialectic, and rhetoric. These are but new labels for progression in biblical concepts; gaining knowledge, then understanding, and finally wisdom.**
- 4. The classical Christian methodology acknowledges God as the source of all knowledge. The classical approach establishes Scripture at every point as the foundation on which to build all knowledge.**
- 5. Classical methodology pays close attention to the developmental stages of a child's brain development and intellectual growth to maturity.**
- 6. Classical methodology capitalizes on the strengths of God's creative work by requiring of a child what he is best equipped to do: memorization-grammar stage; argument-dialectic stage; analysis and expression-rhetoric stage.**
- 7. Classical methodology is beneficial for students because the meeting of high standards and expectations will build self-respect and develop confidence. Emphasis on character building provides strength and a source of hope for all students.**
- 8. Classical education's emphasis on mankind's common heritage is far more conducive to racial harmony than multicultural ideologies that segregate people into assorted categories.**
- 9. The selection of classical is made after much reading, research, and prayer.**
- 10. Classical education does not permit students to perform below their ability level and gives the instructor the tools to change the "who cares" tide.**
- 11. Classical education provides a way for the learner to acquire information, grasp it intellectually, and use it purposefully. It teaches them not to simply learn a subject but how to think.**
- 12. Present schools who have adopted a classical education approach cite great strides in the academic and cognitive abilities of their students as compared to a modernistic approach.**

ADMISSION REQUIREMENTS

Victory Academy Ocala does not discriminate on the basis of race, color, or national origin in the administration of its admission policies, scholarships, educational policies, athletics, or other school sponsored events.

Admission Procedure for New Students:

- A. An application must be completed and returned to the school office with a non-refundable application fee of \$25. An entrance assessment fee of \$50 will need to be paid at the time the assessment is administered if applicable.
- B. Upon return of a completed application, an interview with the family will be arranged with the Principal.
- C. All students applying for Jr. Kindergarten 3 & 4 and Kindergarten, will be scheduled to attend a full school day with the appropriate teacher/class to see how they will function in the environment at Victory Academy. If applying after school has dismissed for the previous year, the student will need to attend a morning during the summer program or be allowed to attend class in the fall for a pre-determined probationary period.
- D. After reviewing the application and all other required items, the Administrative staff will make the decision whether to admit the student. The principal will then notify the parents of the decision regarding admission to the Academy.
- E. **ALL** new students will have a **thirty** day probationary period attending class for the final step in the admission process for Victory Academy. If after that period, it has been determined that Victory Academy is not a good fit, then the student will be removed from the roll and no refund given.

Admission Requirements for the Student

- A. A child must be 3 years old and toilet trained by September 1 to begin the fall term for Jr K3 and 4 years old for Jr K4.
- B. A child must be 5 years old by September 1 to begin the fall term for Kindergarten. Each child will be individually assessed to determine best placement.
- C. If a child has successfully completed the previous school year and his school work and behavior compare favorably to the comparable grade at Victory Academy, the child will likely be placed in the grade for which he is applying. However, if through other evidence, possibly including a placement assessment, it is determined that the child may not be adequately prepared for the next sequential grade level, it may be necessary that he repeat the previous grade.

Admission Requirements for the Parents:

- A. Though not required to be Christians, the parents of students attending Victory Academy Ocala should have a clear understanding of the biblical philosophy and purpose of Victory Academy. This understanding includes a willingness to have their child exposed to the clear teaching (not forced indoctrination) of the school's Statement of Faith in various and frequent ways within the school's program.
- B. The parents should be willing to cooperate with all the written policies of Victory Academy Ocala. This is most important in the area of discipline (see Discipline Guidelines) and school work standards, and to engage in active communication with the respective teacher(s) and administration.

ADDITIONAL FORMS and MEDICATIONS

- A. All students attending Victory Academy Ocala must have on file with the school office, either a current immunization record or an exemption statement according to Florida Code, before entering school in the fall. Standard immunization record forms may be obtained from your child's physician. They must also have a current school physical.
- B. All students attending Victory Academy Ocala must have a birth certificate on file and have completed the Emergency Contact Information (included in application).
- C. **Non-Prescription** medicine will only be administered by the **parent/guardian** during the school term. **Prescription** medicine must be accompanied by a **letter** and **prescription** from a licensed doctor and will be administered through the Office by Office personnel. Medicine must be brought to the office by the parent/guardian and kept in the office. No medicine may be brought in by the child in a backpack or otherwise.

ATTENDANCE/TARDY GUIDELINES

A student enrolled in Victory Academy Ocala is expected to be present and on time to school every day school is in session. Attendance records for all students are kept by the individual classroom teachers and submitted to the office to be reported on the student's report card each quarter. Excessive absences except for illness and family emergencies will be brought to the attention of the principal and a conference may become necessary. Any absences require a note from the parent when child returns to school. 15 or more unexcused absences in a 90 period, a student is considered a habitual truant, per Marion County School Board.

Definitions:

1. *Full-day absence*: a day in which a student is absent from school for 3 ½ hours or more
 2. *Half-day absence*: a day in which a student is absent from school between 1 and 3 ½ hours
 3. *Tardy*: any time a student is not seated in assembly at 8:15 AM
- 4 tardies** – parent contacted via SchoolCues, **5 tardies** and all subsequent tardies, the parent will be responsible for their child that day – NO EXCEPTIONS. This is per quarter.

Tardiness creates difficulties for the classroom teachers as instruction begins at 8:15. Carline is open from 8:00 to 8:15. All students who are tardy must report to the office **with** the adult driving him/her and signed in. The student will then be given an admit slip to class.

GRIEVANCE POLICY

These guidelines are to be followed whenever there is a dispute or grievance concerning any aspect of Victory Academy Ocala operations, between any two parties connected in a direct way to the school. This includes students, parents, staff, volunteers, administration, and Board.

General Guidelines:

Victory Academy Ocala will always endeavor to follow the principles of **Matthew 18:15**: "If your brother sins against you, go and show him his fault just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them, tell it to the church....."

Classroom/teacher related issues:

1. All concerns about the classroom must **first** be presented to the teacher by the parents.
2. If the problem is not resolved, the parents may then bring the matter to the administration with the teacher and sometimes the child present.
3. If the problem is still not resolved, the parents should then appeal the decision to the Victory Academy School Board.

All non-classroom/teacher related issues:

1. If the problem does not involve the classroom teacher, the parents are to take the matter to the administration.
2. If the problem is not resolved, the parents should then appeal the decision to the Victory Academy School Board.

Proverbs 11:13 A gossip betrays a confidence, but a trustworthy man keeps a secret. Proverbs 26:20 Without wood a fire goes out; without gossip a quarrel dies down. Proverbs 26:22 The words of a gossip are like choice morsels; they go down to a man's inmost parts. **Gossiping** about our grievances only hurt the people concerned, the school, and greatly exacerbates the problem. Please, with God's help refrain from gossiping with others when you have a complaint.

STUDENT CODE OF CONDUCT

Students are expected to demonstrate basic Christian standards of behavior and conversation as specified in the Bible.

1. The Three Pillars of Honoring GOD in All You Do:

A. LOVE

Luke 10:27 Love the Lord your God with all your heart and with all your soul and with all your strength and with all your mind; and love your neighbor as yourself.

I Corinthians 13:4-8 Love is patient, love is kind. It is not proud. It is not rude, it is not self-seeking, it is not easily angered, it keeps no record of wrongs. Love does not delight in evil but rejoices with the truth. It always protects, always trusts, always hopes, always perseveres. Love never fails.

B. RESPECT

I Peter 2:17 Show proper respect to everyone, love the family of believers, and fear God...

Teachers: First time listeners, obedience, words

One Another: Personal space, words, actions

Self: Being your best, attitude, appearance

C. RESPONSIBILITY

Luke 12:48 To whom much is given, much shall be required.

Work: Homework, classwork, organization, clean

Time: Use wisely in all areas

2. Chewing gum is by teacher discretion. Electrical music devices, or other distracting toys/tools are not allowed on the school grounds unless first cleared by the administration. Cell phones may be used only when permitted by the Administration. If brought to school, they must be kept in child's backpack during all school and aftercare hours. Absolutely no guns or knives are allowed on school grounds, toy or otherwise.

3. Students are expected to treat the school's materials and facilities with respect and care. This includes all books distributed to the students. Parents will be charged for lost or damaged books and any damage to school property.

4. We believe that teaching students to do their own work and keep their eyes on their own papers should begin in the elementary years. Cheating is unacceptable at Victory Academy and is defined as: plagiarism or copying an answer from another's paper or working with others on an assignment that was intended to be completed individually.

5. Use of all restrooms and locker rooms will be as follows: Those marked boys/men will only be used by biological males from birth and those marked girls/women will only be used by biological females from birth.

6. Children are not allowed to share food or drinks. Sodas are only allowed on special occasions. Please send in healthy snacks and lunches. Please make sure your child eats breakfast before coming to school.

DISCIPLINE POLICY – A CULTURE OF GRACE

The kind and amount of discipline will be determined by the teachers, and if necessary, the Principal/Dean of Students. The discipline will be administered in the light of the student's problem and attitude. All discipline will be based on biblical principles, e.g. restitution, apologies (public and private), restorative of fellowship, no lingering of attitudes, swift, and purposeful. Love and forgiveness will be an integral part of the discipline of a student as well as encouragement to make choices that will be honoring to God. Most discipline problems are to be dealt with at the classroom level.

I. Office visits: There are five basic behaviors that will automatically necessitate discipline from the Principal/Dean of Students:

1. **Disrespect** shown to any staff member.
2. **Dishonesty** in any situation including lying, cheating, and stealing.
3. **Rebellion** described as outright disobedience in response to instructions.
4. **Fighting**, i.e. striking in anger with the intention to harm the other student(s).
5. **Obscene, vulgar, or profane language**, as well as taking the name of the Lord in vain.

The Principal/Dean of Students will determine the nature of the discipline and may require restitution, janitorial work, parental attendance during the school day with their student, or other measures consistent with biblical guidelines which may be appropriate. The following procedures will be observed when a student is sent to the office at any time during the course of the school year:

1. The first two times a student is sent to the principal for discipline, the student's parents will be contacted immediately afterward and given the details of the visit. The parents' assistance and support in averting further problems will be sought.
2. The third office visit will be followed by a meeting with the student's parents, principal, and teacher.
3. Should the student require a fourth office visit, a **two-day suspension** will be imposed on the student.
4. If a fifth office visit is required, the student will be **expelled** from the school.

II. Expulsion: Victory Academy realizes that expelling a student from school is a very serious matter and should always be carefully dealt with on a case-by-case basis. Forgiveness and restitution are fundamental to our total discipline policy. However, should a student and his parents not be able to eliminate behavioral problems before a fifth office visit, the student will be expelled.

III. Serious Misconduct: Should a student commit an act with such serious consequences that the principal deems it necessary, the office-visit process may be bypassed and **suspension or expulsion** imposed immediately. Examples of such serious misconduct could include: acts endangering the lives of other students or staff members, gross violence/vandalism to the school facilities, violations of civil law, or any act in clear contradiction of scriptural commands. Students may be subject to school discipline for serious misconduct which occurs after school hours.

IV. Re-admittance: Should the expelled student desire to be re-admitted to Victory Academy at a later date, the school board, or its delegated committee, will make a decision based on the student's attitude and circumstances at the time of re-application.

V. Re-enrollment: At the discretion of the principal, a student may not be accepted for re-enrollment for the coming school year. Should this be necessary, a meeting will be arranged with the parents to let them know the reason(s). Refusal to re-enroll is not equivalent to suspension or expulsion. Therefore, if the reasons for non-acceptance are rectified, the principal (vs. the school board) may allow immediate re-admittance.

ILLNESS POLICY

Colds: Please keep your child at home if he has a fever over 99 degrees or is experiencing discomfort that would interfere with his ability to perform in school (i.e. uncontrollable coughing, severe lack of energy).

Fever: The child should remain at home with a fever over 99 degrees. The child can return to school after he has been fever free for 24 hours (without fever-reducing medicine such as Tylenol or Motrin)

Diarrhea/Vomiting: A child with diarrhea and / or vomiting should stay at home and return to school only after being symptom-free for 24 hours.

Conjunctivitis (pink-eye): Follow your doctor's advice for returning to school.

FIELD TRIP POLICY

All Jr. Kindergarten and Kindergarten students will need to have a parent, family member, or guardian accompany them on all field trips. Some field trips may require all parents to attend with their child. No siblings are allowed on field trips unless it is an all school/all family field trip.

1. All children need to be in their own seat and wearing a seat belt as required by law.
2. When required, all children need to be in an appropriate car seat.
3. Travel from school and to the event and including the return trip must be done without any extra stops unless an emergency presents itself or previously approved by the Administration
4. Speed limits must be observed at all times.
5. Absolutely no texting is allowed while driving your vehicle as required by law.
6. In the event that it becomes necessary for you to talk on your cell phone, pull over at a safe place to do so. Please, no talking on cell phones while driving.

Thank you for honoring these policies that will help keep our children safe traveling to and from field trips.

BIRTHDAY POLICY

Every child may bring a treat for the entire class on their birthday. If planning a party away from school, please invite the entire class and not just some to avoid hurt feelings. Gender specific parties should include all boys or all girls. We are building community and relationships at Victory. Please help us do this by following these guidelines. No one likes to be left out.

SCHOOLCUES

SchoolCues is the vehicle that Victory Academy uses for all class and school wide communication from both classroom teachers and the Administration. All parents are asked to sign on and look at Schoolcues frequently to keep abreast of all school activities and updates. Parents are encouraged to use Schoolcues to communicate their needs to the classroom teacher and administration.

VICTORY ACADEMY UNIFORM POLICY

Our uniform policy is driven by a desire to create and promote an environment of learning where dress is not a distraction to the educational process. The motivation for the policy has grown out of the following principles: Our goal is to honor God in all we do, acknowledging the Lordship of Jesus Christ in our choices.

Clothing represents the vocational calling of a person, and inherent in the uniform policy is a desire to create an environment where undue attention is not drawn to specific students. The neat appearance created by a uniform enhances a ready-to-learn atmosphere. The uniform code addresses security. On field trips, it aids teachers in keeping track of everyone. On the playground or in the school, teachers and staff can clearly identify students from outsiders. Students will wear clothing according to their God – given biological gender.

Students are expected to be in uniform while on campus unless otherwise specified by the administration. The administration is responsible for the interpretation of the policy, and the enforcement of the policy is the responsibility of parents, administration, and staff. All clothing must be presentable: clean, no holes, or excessive wrinkles. Make sure your child's name is on all outer wear and ties. Please refer to the French Toast and Lands' End Catalogs for the specific school dress code.

GIRLS

Chapel: Dress uniform must be worn on Chapel days. Girls may wear a school plaid, navy or khaki jumper, school plaid, navy, or khaki dress skirt mid-thigh or longer; white, light blue, light yellow dress blouse with logo; school plaid or navy cross-tie for K3 – 5th grades and girls 6th grade and up do not wear ties. On cold days girls may wear a navy blazer or navy sweater with logo and tights under skirts/jumpers that are navy, black, or white.

Daily Wear: Girls may wear a polo or collared shirt/blouse with logo, color of choice; dresses, shorts, skorts, pants, skirts, jumpers, need to be the school plaid, navy, khaki, black, or grey. Shorts, skorts, skirts, and jumpers must be mid-thigh or longer. No exceptions. All shirts must be tucked in during the day and all clothing with belt loops must be worn with a belt. Nice jeans (not skinny jeans) may be worn on very cold days – 45 degrees or colder during the week. This does NOT include Chapel days. Girls may also wear tights or leggings in **solid** colors of your choice under skorts, skirts, jumpers, dresses.

BOYS

Chapel: For Chapel, boys may wear navy, khaki, black, or grey pants; a white, light yellow or light blue dress shirt (long or short sleeves) with logo; a school plaid, navy, or yellow/navy striped tie, bow tie of yellow, navy/lt. blue, or white combination; and a navy blazer or sweater with logo if cold weather. Boys must wear a belt with pants having belt loops. Socks must also be worn.

Daily Wear: Boys may wear a polo or collared shirt, color of choice with logo and uniform style pants/shorts in navy, khaki, black, or grey. (no cargo pants) Belts must be worn with all pants with belt loops with the exception of Jr Ks, Ks, and 1st Grade. Nice jeans (not skinny jeans) may be worn on very cold days – 45 degrees or colder. This does NOT include Chapel days.

Dress to Express: This occurs once a week, usually on Fridays. Children are allowed to wear **school appropriate** clothing that is not a uniform. For girls; skorts, shorts, skirts, tunics, and dresses must be mid-thigh or longer and all clothing must be modest and neat. (no tank tops or the like) Leggings and tights may be worn under skorts, skirts, tunics and dresses. Boys must wear shirts with sleeves. Boys may also wear leggings. Both must wear clothing that will not interfere with regular school activities and not call undue attention to themselves. Graphics on shirts must be Christ honoring.

FURTHER DETAILS AND CLARIFICATION: Shoes must have backs or straps & flat soles (no flip flops or high heels). Socks are worn with tennis type shoes and always on Chapel day. Hair must be kept trimmed and out of child's eyes with a well-groomed appearance and a natural color. Boys - no designs cut into sides, or mohawks, and hair must be no more than 1 inch longer than hair line in the back.

POLICY FOR NON-COMPLIANCE OF UNIFORM CODE:

If your child is not in the proper uniform as specified above and in the French Toast and Lands' End Catalogs for Daily Wear, Chapel Days, and inappropriate clothing on Dress to Express Days, the following procedure will take place:

After the **first** infraction you will be notified via SchoolCues. After the **second** infraction, you will be notified by SchoolCues and **thereafter** your child will wait in the office for you to bring the appropriate uniform. This is per quarter.

VICTORY ACADEMY FUNDRAISERS

Victory Academy Ocala is dedicated to keeping our tuition cost low. In order to do this and establish a stable financial base in which to operate from, we must have fundraisers throughout the year to meet our budget requirements. Fundraisers are not used to do the “extra things” for the school. We need and require all families to participate in our fundraisers. That being said, here are the fundraisers for our upcoming school year:

Winter Whimsy (*major fundraiser*) Each family will be asked to sell rib dinners and/or slabs, help with booths, make and/or bake items to sell, and set up/clean up. Advertise! Advertise! Advertise!

Save Around Coupon Book, Krispy Kreme Donuts, Yankee Candles, Run For Victory, Candy Grams, Snowball Shop and the **Spring Dance** are a few of the Fundraisers held at Victory.

Each family is encouraged to purchase **school photos, yearbooks, Kona Ice slushies, and uniforms from French Toast** as all of these are fundraisers to help the school as well.

Other:

There will be other fundraisers during the year which will be announced when determined. Everyone’s participation will be needed to make them successful.

Should you decide not to participate in any of the **major fundraisers**, a **\$100 fee** will be assessed per fundraiser.

Thank you for your understanding and support. We are doing our best to keep costs down for you.

PARENT TEACHER FELLOWSHIP – PTF

Victory Academy is about relationships among all of us! We are one family serving one another as we all serve our Savior, Jesus Christ. **1 Peter 4:10** tell us that, “Each one should use whatever gift he has received to serve others.” We use these gifts at Victory through volunteering/serving at our school.

Goals: **1.** To serve as a connection between teachers and parents and provide a venue where the two may interact on issues facing our students. **2.** To continually improve and enhance the quality of our school. **3.** To develop between teachers and parents such united efforts as will secure for our children the highest advantages in physical, mental, social, and spiritual education. **4.** Assist with school fundraising, classroom projects, teacher appreciation week, and other various events including community service projects. **5.** To encourage and stimulate parental participation in the community of Victory Academy.

Each family enrolled at Victory Academy is a member of the PTF and serves with their child’s class. Parents help out in the classrooms, plan events, and coordinate projects. This active involvement ensures the continued excellence of Victory Academy for our students. A minimum of 20 hours per school year is required per family. Your time adds worth to our school. As a way to encourage every family to invest this much appreciated time, we have assessed a value of \$ 25 per hour. Any hours not completed at the end of the school year will be added to your last invoice. The PTF functions under the authority of the Administration and School Board. It is made up of an Executive Committee which includes the teacher and the parent representative for each grade level. All parents participate with their child’s assigned class.

PARENT COOPERATION AGREEMENT

As a parent/guardian of a child attending Victory Academy Ocala, I support the principles listed below:

1. I fully assent to Victory Academy Ocala teaching and acting according to their stated Statement of Faith, Statement on the Family, and Philosophy of Education.
2. I will support the beliefs, ideals, curriculum, and teaching methodology of Victory Academy Ocala.
3. I will support the discipline policy of the school as stated in the Parent/Student Handbook.
4. I understand that the school, after consultation with parents, has final responsibility for deciding the placement of my child in the proper grade level.
5. I will be financially responsible to pay my **kingdom builder promise** by the **5th** of each month and to pay for any lost books or damages caused to school property by my child.
6. If problems regarding my child's education arise, I will discuss matters directly with my child's teacher first, and if not resolved, then the administration; avoiding gossip or negative talk with others. I will attempt to resolve such difficulties in a manner consistent with Biblical principles as stated in **Matthew 18:15-17**.
7. I will support the school and its policies concerning dress code, student conduct and all other matters outlined in the Parent/Student Handbook.
8. I will assume my part of the responsibility of my child's education by supervising assigned homework, keeping regular communication with my child's teacher, and arriving to school on time.
9. I will impress upon my child that he/she must follow a standard of conduct in accordance with high Christian principles by respecting and obeying willingly those in authority, striving for academic excellence, reframing from dissension, and maintaining high moral standards in words and actions both in and out of school.
10. I will support, to the best of my ability, the various activities of the school including the school fundraisers. I will support Victory Academy through prayer and time, as I am able.
11. Should I decide to withdraw or not enroll my student after fees are paid, I understand that all fees (Application, Book Usage and Supply etc.) are non-refundable knowing that the Academy has established a budget based on enrollment. I understand that the Book Usage and Supply fee do not constitute ownership of books but rather enable my student to use the books for the duration of the school year.
12. I understand that all parents are automatically a part Victory Academy's Parent Teacher Fellowship. This organization exists to enhance our school through fundraisers, special events, and fellowship with other school families. I will support this group to the best of my ability.
13. Each family is asked to volunteer 20 hours over the course of the school year. For all hours not donated by May 31st, a \$25 per hour fee will be charged on your June invoice.

DRUG, TOBACCO, ALCOHOL FREE ZONE

Victory Academy is a drug, alcohol, and tobacco free zone. Drugs, alcohol, and tobacco products are prohibited on campus, at all school events on and off campus, including field trips, and the driving to and from all school events. This includes students, parents, other family members, chaperones, and visitors.