



VALOROUS **ACADEMY**

Family Handbook
2022-2023

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INTRODUCTION

Mission, Purpose, and Philosophy

Mission

Education with a commitment to developing the next generation of leaders.

Vision

Building kids into their God-designed purpose through education.

School Verse

Ephesians 2:10 - "For we are God's masterpiece. He has created us anew in Christ Jesus, so we can do the good things he planned for us long ago."

Values

Leadership: *the ability to influence, guide, inspire, and develop people*

- Leaders impact others by building trust and influencing them for good
- Leaders hold each other accountable and uphold one another to high standards
- Leaders fulfill their responsibilities and exceed expectations
- Leaders have an entrepreneurial mindset
- Leaders are strategic and visionary

Integrity: *firm adherence to a set of moral principles; ethical behavior*

- People of integrity do the right thing even when no one is watching
- People of integrity do the right thing even when it's difficult
- People of integrity are the opposite of hypocrites
- People of integrity are trustworthy, honest, and responsible

Courage: *the choice or willingness to take action in spite of fear; the mental or moral strength to withstand fear, difficulty, uncertainty, or intimidation*

- Courageous people take risks and seize what is essential for spiritual growth
- Courageous people practice perseverance
- Courageous people feel fear, but make the choice to take action in spite of their fear

Strength: *the ability to withstand great force or pressure; the capacity for exertion or endurance*

- Strong people put on the full armor of God and pray in all circumstances
- Strong people stick to their goals

- Strong people have great stamina and practice endurance
- Strong people are confident in the face of adversity

School History

Under the direction of the Lead Pastor of Valorous Church, Clay NeSmith, the vision for a Christian school was put into action. After two years of prayer and planning, the school's founder, Dr. Ann M. Black, established Ascent Christian Academy in 2018. In March of 2022 ACA changed its name, alongside the church, to Valorous Academy. The school was established as an educational ministry of Valorous Church to be a school that teaches leadership values and reaches out to the community while providing an engaging learning environment.

We are grateful for the history and heritage of Valorous Church, and we also know that God is positioning His Church for greater work in the future. It is remarkable to witness how He has planted the school in North Myrtle Beach, South Carolina, a vibrant and growing community. We are proud of our school and we look forward to serving and growing with this wonderful community and its families.

In this handbook, the word "parent" is used to refer to a person who is the parent or guardian of a student and/or who has governance over the student.

Name

Valor looks beyond itself. Valor inspires one to look forward toward a bigger, more meaningful existence. We are a school for the Valorous.

Mascot

Valorous Academy's mascot is a falcon. At Valorous Academy, the falcon represents ambitious thoughts, audacious hope, and aspirational courage. The falcon is the fastest-moving animal on Earth. They can be found in many types of habitats, including deserts, mountains, rivers and coasts, forests, and tundras. Falcons are known for their speed, agility, and precision.

Parent Expectations of the School

Parents can expect that the school will strive to:

- act in a trustworthy, professional manner.

- teach respect and require appropriate behavior among students, between students and teachers, and among adults.
- communicate clearly to parents and students the school's policies on academics, athletics, behavior, health and safety, and provide clear, timely, and honest information about their children in an atmosphere of care and concern for the welfare of students.
- help students at all levels to understand the importance of the communities they inhabit - family, classroom, school, neighborhood, and the larger world.
- provide a safe physical environment.
- provide an environment free from physical and verbal harassment.
- handle disciplinary matters in a manner consistent with the school's policies and the interests of the whole school, while maintaining tact, civility, and care for the individuals involved.
- provide knowledgeable, enthusiastic, and gifted faculty to teach a challenging curriculum and instill biblical values and principles in their students.
- hold students to high academic standards while providing them with support as they face the challenges and difficulties of learning and developing.
- hold students to a high standard of behavior and provide appropriate discipline when such standards are violated.
- seek to partner with the family on academic and disciplinary matters.
- promote behavior in and outside of school that reflects age-appropriate maturity.
- teach biblical principles in an age-appropriate manner.
- teach students biblical responses to situations they find themselves in.

School Expectations of the Parent

The school expects that parents strive to:

- support the school's values and policies at home.
- observe all the rules of the school and encourage the same of their students.
- be honest in all dealings with the school.
- model mature behavior.
- encourage respect toward other students, both old and new.
- encourage students to meet their teachers' expectations by doing their own best work on all assignments, and not by making inappropriate use of tutors, family help, or internet resources.
- encourage their students to take personal responsibility for their actions.

- partner with the school regarding discipline.
- ensure their home environment is appropriately safe.
- try to minimize family- and school-related stress.
- not tolerate behavior that unfairly advances the interests of one child over another, such as cheating, plagiarism, stealing, or lying.
- help to develop reasonable expectations for their children by celebrating children's strengths while helping them improve in areas of weakness.
- maintain open lines of communication with teachers and administrators.
- ensure their students' attendance at school is regular and on-time.
- maintain an up-to-date awareness of the school's policies.
- be aware of the school's organizational structure and chain of command; provide teachers and administrators with the information necessary to prevent, be aware of, and solve problems.
- communicate significant changes in family relationships and medical conditions to appropriate administrators and faculty members.
- be aware of and involved in their children's activities in and outside the home.
- respect faculty professionalism, judgment, and commitment to their children's education.
- expect a reasonable, not inordinate, amount of a teacher's or administrator's time.
- treat faculty members, staff, and administrators with respect for their time and commitments outside of school, understanding that it is inappropriate to expect communications in the evenings or on weekends.
- listen and respond constructively to faculty and administration comments and criticisms regarding their children.

School Expectations of the Student

The school expects that students strive to:

- be honest and sincere.
- respect and do their best to follow the rules of the school.
- be a leader in the communities they inhabit.
- take responsibility for their actions and accept both the intended and unintended consequences of those actions.
- treat members of the faculty and fellow students in a respectful and civil manner.
- listen to and respond positively to constructive criticism from teachers and parents.
- celebrate the achievements of all members of the community.

- do their best to meet the expectations established by their teachers.
- always do their best work.
- always do their own work.
- take responsibility for their own actions.
- help to keep the school environment clean and safe for everyone.
- be aware of and report any situations that might be dangerous or unhealthful.
- value learning as a lifelong endeavor.
- let their teachers know if they need help with school work or with any problems that arise at school.
- come to school well-rested and prepared to contribute to activities and classes.
- ask their teachers for help if they need it.
- grow in self-esteem and confidence.
- show kindness and respect for all members of the school community.
- develop themselves academically, spiritually, physically, and socially.

Student Expectations of the School

Students can expect that the school will strive to:

- model professional and respectful behavior.
- provide students with opportunities to practice leadership skills.
- respect the feelings and opinions of all members of the school community.
- communicate expectations clearly.
- enforce expectations appropriately and consistently.
- help to keep the school environment clean and safe for everyone.
- offer practical help to manage stress.
- investigate situations that might be detrimental to safety or health.
- assist students in achieving academic, spiritual, physical, and social growth.
- walk alongside students as they navigate their childhood and teenage years.
- seek to unify and partner with parents for the success of their child.
- help students discover their purpose through God's plan.
- discipline with the aim of helping them become productive, mature, and respectful members of their family, church, school, and community.

Campus Description

Valorous Academy's campus is located in North Myrtle Beach, South Carolina off of Robert Edge Parkway and Highway 31.

Contact Information

School Office

Email: hello@valorousacademy.com

Text: (843) 580-6427

Call: (843) 548-8474

Teachers

Class Dojo: send a private message to any of your child's teachers through Class Dojo

Email: All Valorous Academy staff have emails which follow this structure:
firstname.lastname@valorousacademy.com

ACADEMICS

Educational Philosophy

Accreditation and Memberships

Valorous Academy is accredited through the South Carolina Independent School Association (SCISA) and Cognia. We received academic accreditation through SCISA in December 2020 and with Cognia in October 2021. Information on requirements for SCISA schools is available at scisa.org and for Cognia at cognia.org.

Valorous Academy is a member of Exceptional SC. Students attending Valorous Academy who have a demonstrated learning, physical, developmental, or mental disability are eligible to apply for a scholarship through Exceptional SC. Information can be found at exceptionalsc.org.

Valorous Academy is a National Beta Club School of Merit.

In February 2020, Valorous Academy was made a Unified Champion School through the Special Olympics of South Carolina, one of only two private schools in the state to receive this designation.

Valorous Academy is a certified AAA Safety Patrol school. Students in 5th-12th grades may apply to take part in the Safety Patrol, which trains students to assist with the safety of younger students during arrival to and dismissal from school.

Christian Education

Valorous Academy aspires to see students achieve academic excellence and leadership advancement in all they do. The goal of Valorous Academy is to bring a biblical worldview into our curriculum, projects, guidelines, and regulations. It is the hope and desire of the administration and staff that each student has a strong respect for the philosophies and purposes of Valorous Academy.

Bible-based education requires three components in order to make a successful school career for students: the home, the school, and the church. Valorous Academy partners with the family and the church to build the student's character, leadership, biblical knowledge

and application, reasoning, and problem-solving skills, all while placing the highest value on the importance of gaining a solid educational foundation.

Valorous Academy is a ministry of Valorous Church, and is the extension of the church and home working together to bring a biblical perspective through God's principles to every academic discipline. For this reason, we employ only teachers who have come to the acceptance of Jesus as their personal Lord and Savior. We want to ensure all teachings at Valorous Academy come from adults whose lives represent having a relationship with Jesus.

When the family and school are in agreement and working together, the outcome will be the development of men and women who are firmly grounded in truth and are able to fully lead out as they enter adulthood.

Structure

Valorous Academy is a ministry of Valorous Church and consists of three divisions:

- Valorous Preschool (Babies to Pre-Kindergarten)
- Valorous Academy (Kindergarten to 12th Grade)
- Valorous Bible and Leadership College (Adult)

Curriculum

The Bible says that the wise accumulate knowledge—it is a true treasure (Proverbs 10:14). Bible study is a recognized part of the curriculum at Valorous Academy. We use a variety of methods to accommodate each student's individual learning style.

For all core classes, the basis of our curriculum is Abeka. Teachers are encouraged to expand upon the base curriculum depending on the needs of their class. Valorous Academy values projects which demonstrate knowledge and understanding of a given subject.

School Materials

Students may be assigned textbooks, workbooks, readers, novels, or other materials in various subjects and classes. These materials are school property and must be returned by the student at the conclusion of the class. If the item has been lost, is damaged due to student action or irresponsibility, or is otherwise unusable due to student action, the parent will be charged for the replacement cost of the item.

Grading

Valorous Academy gives teachers a high level of discretion in grading. Students can expect their teachers to be fair and consistent in their assessment of student work. Students can also expect to be given sufficient opportunities to demonstrate learning and progress.

Kindergarten Grading Scale

O - Outstanding (100)	G - Above Expectations (90-99)	S - Satisfactory (80-89)	N - Below Expectations (70-79)	U - Unsatisfactory (69 or below)
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1st-12th Grading Scale

A+ 100-98	B+ 89-87	C+ 79-77	D+ 69-67	F 59 or below
A 97-94	B 86-84	C 76-74	D 66-64	
A- 93-90	B- 83-80	C- 73-70	D- 63-60	

Grades of Excused

A grade of E (Excused) will be given to any student who received an Excused Absence for the day's attendance and who missed an assignment which cannot be made up (for example, participation in a group activity).

Grades of Missing

A grade of M (Missing) will be given to any student who did not turn in an assignment.

Notice of Poor Academic Progress

When a teacher anticipates assigning a report card grade of D or F, the teacher will alert the student's parents and the administration about the student's academic difficulty prior to the end of the grading period. Such notice should be in the form of the Progress Report, when the student has time to improve their standing in the course.

Failing Grades

A student may receive a grade of F on their final report card for failure to complete the requirements of a course.

Academic Probation

A student may be placed on academic probation if it appears possible that the student will complete the year with an F average in a course, two D averages, or a greater number of failing or near-failing grades.

Students on academic probation must:

- be in school no later than 8:00am and remain in school until the official end of the day
- remain on campus during the day, even if they are a student driver with permission to leave campus
- attend study hall as required
- commit to staying in close touch with their teachers and the guidance counselor
- arrange for special help at least once each week in every course in which a grade of D or F was received

Students on academic probation may not participate in extracurricular activities, other than the before and after school care program. They may attend extracurricular meetings, but cannot participate in games, competitions, productions, or other similar events.

Students on academic probation will have their grades checked at minimum once per week. If, at the time of the check, the student has raised their grades to passing and their teachers believe they can maintain their grades, the student will be taken off academic probation.

If a student does not improve their grades and/or does not show any effort to improve their grades, the student may face disciplinary action such as in- or out-of-school suspension or withdrawal from the school. Students in K-8th grade may not be promoted to the next grade, and students in 9th-12th grades may not receive credit for the courses failed.

Homework

We operate on a low homework policy. As a general rule, homework is limited to an as-needed basis. Homework will be given to help students advance in their studies, not as busywork. Students are expected to complete homework assignments in the timeframe given. Homework may be given for remedial reasons, or to enhance assignments and

projects relating to school academics. Continued failure to complete homework assignments may result in disciplinary action and ultimately in dismissal.

Testing

Valorous Academy is required to test all grade levels yearly. Valorous Academy uses Iowa Form E Core testing in all grade levels. These tests cover the subjects of Mathematics and English/Language Arts. Families can expect to receive scores from these tests six to eight weeks following the test administration week. Particularly in younger grades and as the school deems necessary, students may take practice tests shortly before taking the official test.

Standardized test scores are used to assist the school with assessing student strengths and weaknesses and monitoring student, class, and school progress from year to year. Standardized test scores do not necessarily decide whether a student is promoted, placed, or retained at the end of the school year, however they may help the school and parents make informed decisions regarding the student's next class schedule.

On testing days, the parent is expected to set their student up for success by ensuring they get a good night's rest, eat a healthy and filling breakfast, have all supplies required for the day, and are equipped with the de-stressing techniques which work best for them.

Promotion, Placement, and Retention Guidelines

Kindergarten Requirements

To enroll in a general education Kindergarten class, the student must be five years of age by August 31st. The student must be fully toilet trained and completely independent in the bathroom without the help or presence of a teacher. Pull-Ups or similar training pants are not allowed.

Students in Kindergarten-2nd grade must pass both reading and mathematics in order to be promoted to the next grade.

Any student in 1st-8th grade who earns two failing grades in core classes for the year may be retained. If a student fails a grade twice, they may be ineligible for re-enrollment. Core classes are: English/Language Arts, Mathematics, Science, and Social Studies.

Students in 9th-12th grade who fail any course will not receive credit for that course, and will be required to retake the course to receive credit. Students may, with the direction of the Guidance Counselor, substitute the course for a different course in the same subject area.

Graduation Requirements

High school students must obtain a minimum of 30 credits to graduate from Valorous Academy. These credits reflect the courses that must be taken by high school students to receive a high school degree from Valorous Academy. Please see the chart below for details on the credits required to graduate.

To receive a diploma from Valorous Academy, a student must be enrolled at Valorous Academy for at least 6 months.

A credit constitutes a one-year course. A half-credit is given for semester-long courses, unless the student is in a specialized accelerated course.

<u>English:</u>	4 credits
<u>Mathematics:</u>	3 credits
<u>Science:</u>	3 credits
<u>American History:</u>	1 credit
<u>Other Social Studies:</u>	1 credit
<u>Physical Education:</u>	1 credit
<u>Computer Science:</u>	1 credit
<u>Foreign Language*:</u>	2 credits
<u>Leadership:</u>	4 credits
<u>Bible:</u>	4 credits
<u>Electives**:</u>	6 credits
<u>Total:</u>	<u>30 credits***</u>

*At the discretion of the student and the Guidance Counselor, units of the same foreign language may be substituted for two of the following three units: one unit of science, one unit of mathematics, or one unit of social studies. Although the State of South Carolina and Valorous Academy only require one unit for graduation, nearly all 4-year colleges and universities require two units of a foreign language and some require three units.

**Electives may be any course which the student has not taken for a credit in a separate category and is a high school level course. For example, if a student has already received

three credits in Mathematics, they may take a fourth Mathematics course as an elective credit.

***This is the minimum number of credits required for graduation. ACA recommends that students meet with a Guidance Counselor to create their course schedule, determine if their intended college or career plans may require additional courses to be taken, and to see if there are courses available that pertain to the student's interests, talents, or skills, even if that course is not required for graduation.

Dual Enrollment

High school students have the option of taking dual enrollment courses through any of the following colleges: Horry Georgetown Technical College (HGTC), Brunswick Community College (BCC), and Grand Canyon University (GCU). Courses taken and passed through a dual enrollment program at any of the above colleges will count toward the student's credits for graduation at Valorous Academy as well as toward the student's required college credits. The student is responsible for ensuring the college credits earned are applicable for the college they intend on attending after graduation. Parents are responsible for the fees, if applicable, required by the college through which the student is taking dual enrollment courses.

Communication with the college is the responsibility of the student. Students enrolled in dual enrollment courses may remain on campus during the school day to complete their coursework. Students should meet with the Guidance Counselor to ensure they have periods during the day during which they can independently complete dual enrollment coursework.

The grades in which a student can take dual enrollment courses depends upon the college they are enrolled in. Typically, colleges will only take 11th and 12th grade students, but at the student's request and/or the approval of the school guidance counselor, they may accept younger high school students.

Homeschool Enrichment

Valorous Academy offers homeschooled students the opportunity to participate in a limited number of courses during the day. Availability depends upon class enrollment; parents interested in enrolling their homeschooled child in a course at Valorous Academy should contact the school office.

Guidance Counseling

Guidance counseling is available for 6th-12th grade students. Meetings with the guidance counselor should be scheduled by the student.

Parent, Teacher, and Administration Communication

Parent-Teacher Conferences

Valorous Academy values open lines of communication between parents, teachers, and administrators. Schoolwide conference days will be scheduled at least once per school year. Parents or teachers may request a parent-teacher conference as needed throughout the school year as well. Parents are also encouraged to keep in regular contact with their child's teachers through Class Dojo.

Parent Concerns

If a parent feels that the actions of another child have infringed upon the rights of their own child, under no circumstances will the parent approach the other child to talk with or chastise them. Instead, the parent will approach the classroom teacher to seek a peaceful resolution to the situation. If a parent has questions or concerns relating to the classroom or class, they will first address the staff member in question directly.

All communication regarding issues with other parents, teachers, school staff, or school events shall remain respectful and address the issues at hand, not participate in yelling, taunting, threatening, abusive language or behaviors, cursing or other foul language, derogatory remarks, gossip, including on social media outlets. Parents, teachers, and administrators will seek to resolve issues through calm dialogue between the parties directly involved while respecting the dignity of others.

Progress Reports and Report Cards

Progress reports will be given at specified times throughout the year.

Quarterly report cards will be emailed to parents to give an accurate indication of the progress, or lack thereof, being made. Each student is evaluated academically and may also be scored in the area of self-government. The academic grade is based upon the average for daily work, quizzes, tests, and projects. Additional marks reflect effort and conduct.

Extracurricular Activities

Extracurricular activities vary from year to year. Registration forms for these activities will be opened at appropriate times during the school year.

Participation in extracurricular activities depends upon the student's age, grade, and behavior. Students who are failing one or more classes will not be allowed to participate in any extracurricular activities, including athletics. Students who are suspended or cause behavior issues may not be allowed to participate in extracurricular activities until improvement is demonstrated.

Summer Programs

Valorous Academy offers a summer program for rising K-6th grade students. Details regarding this program are announced in the spring.

Middle and high school students may apply to work at the K-5th Summer Camp program. They may also apply to intern with Valorous Church to work in one of the many ministry areas and experience the inner workings of the church.

CODE OF CONDUCT

Overview

Valorous Academy's overall mission is education with a commitment to developing the next generation of leaders. We desire for them to become leaders who use their natural, God-given gifts and abilities to impact those around them. In keeping with this overall mission, Valorous Academy has put into place the following Code of Conduct which all students are expected to respect and follow.

High standards of conduct are expected of students at Valorous Academy. The administration has the right to withdraw any student who they believe is in violation of the school's code of conduct, practices, or philosophy.

Elementary School: Though they are some of the youngest students at Valorous Academy, elementary students can be amazing leaders. Older elementary students are expected to be role models for younger elementary students. Younger elementary students are expected to be role models for preschool students. Regardless of their young age, we believe that elementary students are capable of being amazing leaders in their families, school, and community.

Middle and High School: Middle and high school students are capable of more than they are typically given credit for. We recognize that they are in a time of transition from the role of child to the role of adult, but emphasize that the term "teenager" is relatively modern, having come to popular usage in the 1940s. Historically, teenagers often assumed great responsibility in their families, communities, and nation. As such, Valorous Academy places high expectations on our preteen and teenage students because we believe that they are capable of meeting those expectations. Middle schoolers are expected to be role models for elementary students. As the oldest students in the school, high schoolers are expected to be role models for the rest of the student body.

Dress Code and Uniforms

Valorous Academy expects students to dress appropriately for school and for the season. All clothing items should be an appropriate size for the student. Official Valorous tops will be worn for all school activities unless otherwise announced by the administration.

The administration will be the final judge on any item in question concerning dress and appearance. If a student is found to be in violation of the dress code the student will, at the teacher or administrator's discretion, receive a write-up. They will be sent to change; if they do not have a suitable replacement item, the parent will be contacted to bring the student a replacement item. The student will remain in the school office until a replacement item has been provided and the student has changed.

- Tops
 - The Valorous Academy logo must be visible at all times. This logo must be worn on an official uniform item, such as a shirt, sweatshirt, jacket, hoodie, or dress. Homemade items are not permitted; all tops must be from the official Valorous Academy uniform store.
 - Shirts should not be so long that they cover the student's shorts when the student is standing.
 - Students may wear jackets which are not official Valorous Academy apparel, as long as the jacket is kept unzipped/unbuttoned and the Valorous logo can be seen on the student's shirt.
- Bottoms
 - Students may wear any bottoms which reach fingertip length while standing. (To check the length, the student should stand with their hands at their sides; if their fingertips reach beyond the bottom of their shorts, skirt, or dress, the item may not be worn to school or school events.) This includes shorts which reach the required length, capris, jeans, pants, or skirts.
 - Students may wear jeans with holes as long as skin is not shown above fingertip length while standing.
 - Students may not wear pants, skirts, or dresses that are so long as to be a tripping hazard.
- Shoes
 - Students may wear any closed-toed shoes or sandals with heel straps, as long as the shoe is well-fitting and is not a tripping hazard to the student.
 - On gym days, students should wear sneakers or bring a pair of sneakers to change into before gym class.
 - Shoes should close securely with laces, buckles, or Velcro straps.
 - Shoes should be sized appropriately and stay on the student's feet when walking.
 - Students must keep their shoes on while at school, before or after school care, extracurricular activities, and all other school events.

- Accessories
 - Students may not wear hats, with an exception for winter hats worn outside on cold weather days.
 - Students may wear jewelry if the jewelry has no inappropriate phrases or imagery and is not distracting to the student.
 - Regular watches (not smartwatches) can be worn, but students should be mindful of the noises watches make. Smartwatches are not permitted.
- Dress Down Fridays
 - Students have the option of paying \$2 on Fridays to not wear their Valorous clothing. Other dress code rules must still be followed. The funds collected from Dress Down Fridays are used throughout the year for student treats, prizes, and parties.
- Extracurricular Activities
 - All students must wear their Valorous Academy uniforms and follow the dress code during extracurricular activities, unless otherwise stated by the administration. Exceptions are made for athletic activities during which athletes must wear their school-approved sport uniform or dress-out gear, and for dress rehearsals during which participants must wear costumes or formal wear.
- Field Trips
 - Unless otherwise stated by the administration, all students must wear their Valorous uniforms and follow the dress code on field trips.
 - Students attending a SCISA-sponsored event must follow the SCISA Student Dress Code found at scisa.org.
- Beach Trips
 - Unless otherwise stated by the administration, all students must wear their Valorous uniforms and follow the dress code on beach trips.

Academic Integrity

Academic integrity involves a student remaining honest in all schoolwork and doing their best work on all assignments. This means refraining from receiving too much help on an assignment, cheating, or plagiarism.

Cheating

Cheating is defined as any unauthorized communication before or during any grading event or any attempt to receive unauthorized assistance before or during a test, homework assignment, or project. If a student is considering getting or receiving help on your work, it is always a good idea to ask the teacher first. Cheating will result in a zero for the assignment/test and may be cause for immediate suspension. Additional cheating incidents will result in longer term suspensions and/or expulsion. Also see the Plagiarism section below.

Plagiarism

Plagiarism is a serious offense at Valorous Academy because it is a denial of two key purposes of the school:

1. Plagiarism is fundamentally a matter of dishonesty and a violation of integrity. It is a combination of stealing, lying, cheating, and laziness. It violates the distinctly Christian perspective on which Valorous Academy is based.
2. Plagiarism is an attack on academic integrity in that the student is seeking to circumvent the learning process and receive grades which he/she has not earned.

With readily available internet access, it is very easy for students to plagiarize. Therefore, Valorous Academy imposes stiff penalties for plagiarism. Ease of access does not justify violation of scholarly standards.

The penalties for plagiarism are severe. They include both academic and disciplinary consequences. These will apply for both minor plagiarism such as use of non-attributed quotations occasionally in a paper, and more extensive plagiarism such as copying an entire paper from another source with only minor editing.

Spiritual Integrity

We understand that students are frequently faced with the dilemma of how to confront situations that are morally questionable. In addition, students are frequently faced with the conflict of how to deal with friends who have broken or are breaking stated school expectations. It is vital that students learn to behave in a way that does not compromise their influence on others or that calls their character into question (Titus 1:6-9).

It is our desire that students learn to confront one another in the spirit and instruction of Matthew 18:15-16. Therefore, a student should confront other students who are involved in actions contrary to biblical principles and institutional standards. If repentance is not achieved, we suggest the student invite a teacher with whom they have a positive relationship to intercede with them. If repentance is still not achieved, the student, along with the one who they have invited to intercede, should go to the administration. In this way, we seek to encourage students to stand for righteousness.

Attendance, Absence, and Tardiness

Attendance

It is important that each student attends Valorous Academy faithfully. Students participating in extracurricular activities will be expected to be in attendance at school for at least 3.5 hours on the day the activity occurs.

Elementary School: Elementary classes take attendance at the beginning of every day. Students will be marked as Tardy if they are not in their seat ready to learn at the start of the day. The student must be present at school for a minimum of 2 hours to be counted as present for the day.

Middle and High School: Attendance is taken at the beginning of every period. Students will be marked as Tardy if they are not in their seats ready to learn at the beginning of the period. Students who arrive at class 15 minutes or later will be marked as Absent for that class.

Absences

We recognize that certain absences are unavoidable and that parents may take their children out of school when they consider it necessary. The final decision regarding whether an absence is excused or unexcused is at the discretion of the administration.

1. Excused Absences

Illnesses, bereavement, family emergencies, and medical appointments are considered excused provided parental permission or confirmation is given by the day of the absence. Students will bear the responsibility for completing assigned work and will have one makeup day for each day of absence without penalty, up to one week.

An absence for a school-related activity will be excused and will not be counted toward a

student's total absences.

For planned absences, students are required to have a completed Pre-Excused Absence Form signed by their parent, principal, and all of their teachers at least two school days prior to the first day of the absence for it to be excused. The school expects older students to complete the form and bring it to their teachers to be signed. If work is assigned prior to the absence, the student is responsible for turning in the work upon their return to school.

2. Unexcused Absences

All absences which do not meet the excused absence criteria will be considered unexcused. All assignments and assessments due the day of an unexcused absence will receive an automatic 50% reduction in the grade. Students will receive a grade of 0% for assignments which cannot be made up, such as class participation grades or presentation grades. The teacher will be the primary decision maker regarding which assignments can or cannot be made up after an unexcused absence.

3. Accumulated Absences

Valorous Academy considers students truant after 10 absences, whether excused or unexcused, in any class. These students may be subject to an attendance probation contract. Additional consequences, ranging from detention to suspension, may apply at the discretion of the principal.

Elementary school students with more than 10 absences per semester will not receive credit for that semester or class unless otherwise decided by the administration. This may result in the student's retention in their current grade.

Middle and high school students with more than 10 absences in a particular course may not receive credit for that class unless otherwise decided by the administration. This may result in the student needing to retake the course.

Extended Absences

Additional documentation may be required in the event of an illness, accident, or extenuating circumstance which makes a student incapable of meeting attendance requirements at school. If this is the case for their student, the parent should contact the school administration to make them aware of the situation and secure accommodations for their student, as appropriate. The administration will be the final decision maker regarding extended absences.

Tardiness

Tardiness is defined as not being in your seat, ready to start the lesson, when the class starts. School begins at 8am, and all students are expected to be in class ready by 8am, unless they are an upper high school student who does not have a class for that period. Students arriving after 8:00am must get a tardy slip from the school office immediately upon entering the building. A parent must accompany the student to the office to receive a tardy slip. (Students who drive themselves to school may sign themselves in.) Tardiness may be excused at the discretion of the administration. A tardy becomes an absence 15 minutes after class begins for middle and high school students, regardless of if the student arrives after that 15 minute period.

Examples of excused tardies include medical appointments, unavoidable traffic or car concerns, or family emergencies. Examples of unexcused tardies include oversleeping, family vacation, personal or family issues, or no reason given by the parent. The final decision regarding whether a tardy is excused or unexcused is at the discretion of the administration.

A tardy, whether excused or unexcused, equates to $\frac{1}{4}$ of an absence and will be counted toward the student's total absences.

The consequences for unexcused tardiness are as follows:

1st tardy: Warning

2nd-4th tardies: Before school detention (one morning per tardy)* (for morning tardiness); lunch detention or after school detention (for tardiness between classes)

5th-9th tardies: Increased consequences at the discretion of the administration (such as before school detention, lunch detention, after school detention, loss of privileges, work duty, release from extracurricular activities, or suspension)

10th tardy: Attendance Probation Contract

*A detention must be served within three school days. Failure to appear for a detention will result in an additional day of detention.

Arrival and Dismissal

Arrival Time

School begins at 8:00am. Students may be dropped off no earlier than 7:45am unless they are participating in the before care program or safety patrol. Students arriving earlier than 7:45am will be marked as present in the before care program and parents will be charged the appropriate fee (\$10 per student per morning).

Dismissal Time

School dismisses at 2:40pm. Students not participating in extracurricular activities must be picked up at this time. Parents of students remaining on campus late who are not involved in an after school activity will be charged for after school care (\$10 per student per afternoon).

Drop Off and Pick Up Procedures

Valorous Academy is committed to ensuring student and staff safety during arrival and dismissal. All families are required to follow these procedures when in the drop off or pick up car line:

1. No adult may enter the school with their student, with the exception of accompanying a kindergarten student on their first day of school or an exceptional needs student to their classroom.
2. To enter the car line, pull in via the road next to the substation.
3. Drop off and pick up will be located between the admin and cafeteria buildings.
4. To exit, pull around the back of the church and continue to the main road.
5. Staff members and members of the safety patrol will be present to assist students in getting in and out of cars. Students can only be dropped off or picked up at the designated areas.
6. Wait in the lane to drop off or pick up your child. If it is necessary to leave for any reason, please pull back out and go through the line again.
7. During dismissal, pull two car lengths ahead if you need to secure your child in a car seat.
8. Do not allow your child to cut through the line of cars without the assistance of a staff member or member of the safety patrol.
9. Do not drop off your child at any location other than the designated drop off area.
10. The school will provide cards to be placed on the driver's side of the windshield of your car. Have this card in place before reaching the designated pick-up area.

Technology

Valorous Academy recognizes the important role that technology plays in modern-day life. We also recognize the distractions that come from the use of technology in a school setting. For these reasons, we encourage the use of certain electronic devices in the classroom at the teacher's discretion, but have strict policies regarding the use of electronic devices outside of this purpose.

Cell Phones

Valorous Academy recommends that students do not bring their cell phones to school. In the event that a student does bring their cell phone, the phone must be turned off at the beginning of the school day and remain off until dismissal. Middle and high school students may use their cell phones during lunch, as long as the phone is used appropriately and maturely.

If the student is found with a cell phone, they will be subject to disciplinary action and the cell phone will be confiscated. The parent may be required to collect the cell phone on behalf of the student.

Parents wishing to reach their student during the school day may contact the teacher or the school office.

Laptops and Tablets

The teacher may require the class to bring either a laptop or a tablet to school with them each day. These may be brought out only when the teacher requires or allows the use of the student's laptop or tablet. Students are responsible for bringing a charger and headphones.

Smartwatches

Smartwatches (or similar devices) are not allowed to be worn at school.

Use of Technology Policies

1. Cell phones should be left at home. If a student does bring a cell phone, it should be turned completely off during the school day.
2. Phone calls home may be made from the school office phone, when permission is granted.

3. Electronic devices (such as computers or tablets) may only be used for academic purposes and with the teacher's permission.
4. A student may not take pictures or record video or audio in the classroom without the teacher's permission.
5. A student may never take pictures or record video or audio in a bathroom.
6. A student may not take pictures or record video or audio of a student or staff member without the permission of that person.
7. Students may not use their electronic devices during extracurricular activities without the teacher's permission.
8. Students may never text, post, or otherwise distribute images, video recordings, or audio recordings of any members of the school community without the permission of those people.
9. Valorous Academy is not responsible for broken, lost, damaged, or stolen electronic devices or accessories, or for dead batteries.

Discipline

Overview

The purpose of discipline is to encourage students to develop biblical self-discipline in their lives (Proverbs 25:28) and to aid them in the development of godly character. Valorous Academy wants to help students understand their responsibilities, and accept the consequences of their actions whether positive or negative.

Discipline of a student is the joint responsibility of the family, teachers, and administration. We believe that parents and school personnel must cooperate fully with one another. Anything that breaks down respect and confidence for either may harm the student.

The Bible gives several principles regarding orderliness. Thus, at Valorous Academy, consistent discipline is maintained while tempered with love. Teachers maintain standards of behavior in the classroom through kindness, love, and a genuine concern for the students. Likewise, misbehavior is dealt with firmly and consistently.

Disciplinary Responsibility and Chain of Command

The teacher is responsible for most discipline issues in the classroom. If the teacher has to correct the student for multiple infractions, they may contact the parents of the student to inform them of the recurring issues and seek parental correction of the difficulty. If

parental involvement with the situation proves to be an ineffective remedy, the issues may be referred to the administration, who will counsel and impose further discipline if deemed necessary.

If a parent has a concern or question regarding student discipline, or a discipline-related situation occurs that is not understood, the parent should discuss it first with the teacher. If the situation remains unresolved, the parent may then consult the administration.

Discipline Policy

Some behaviors requiring disciplinary action are character development issues, while others are issues of the heart. Character development issues tend to be accidental and indicate the student's need for self-discipline. On the other hand, more severe disciplinary issues tend to be deliberate actions and indicate a heart issue.

All disciplinary actions given are Valorous Academy's effort to encourage students toward self-discipline while providing consequences for deliberate behaviors of insubordination. The school reserves the right to refrain from disciplining a student when it is deemed appropriate to do so.

Examples of behavior that may result in disciplinary action include, but are not limited to, the following: unexcused or repeated tardiness, unexcused or repeated absence, unpreparedness, dress code violations, disruptive behavior, failing to turn in work, turning in work late, disobedience, disrespectfulness, deceitfulness, destruction of property, inappropriate physical contact, stealing, cheating or plagiarism, profanity or obscene gestures, forgery, fighting or violence, vandalism, skipping school, leaving campus without permission, harassment, bullying, making threats, forcible or unauthorized entry into any school building, sexual misconduct of any kind, the use of illegal or prohibited substances (such as unauthorized medication, alcohol, tobacco, illegal drugs, or bringing or using weapon or statements regarding a weapon, either found or pretending, by a student or possession on the school campus.)

The teacher will be the primary decision-maker regarding discipline. The administration may be brought in to assist with repeated or serious disciplinary issues.

School personnel will decide upon the most appropriate course of action based on the specific student and the specific misbehavior. Consequences may include, but are not limited to, the following: a lowered grade, phone call or message to parents, loss of extracurricular or other privileges, work duty, extra assignments or projects, lunch

detention, before or after school detention, in-school suspension, out-of-school suspension, temporary expulsion, or withdrawal from the school. The school reserves the right to apply any of the above disciplinary actions which it deems appropriate.

Disciplinary Probation

If it is found necessary to put students on disciplinary probation, it will be as the last resort before dismissal from Valorous Academy. The administration will review probation situations periodically. Students who have long-term behavioral probations will be asked to withdraw from the school.

Readmission After Disciplinary Withdrawal

To be considered for re-enrollment after being dismissed from the school (or for enrollment after dismissal from any other school), the student and parents/guardian must meet with the school administrator to determine if the discipline has accomplished the desired development in spiritual maturity. Normally, the school's administration will only consider a student for re-enrollment after at least one semester has elapsed.

Corporal Punishment

Valorous Academy does not employ the use of corporal punishment on any student at any time.

Transportation and Student Drivers

Valorous Academy does not provide transportation services to or from school. Parents will drop their students off in the designated area in the car line. No parents will be allowed to enter the school building with their child during drop-off times, with the exception of signing in a tardy student, a kindergarten student's first day, or accompanying an exceptional needs student as determined by the Exceptional Needs Program Director.

Student Drivers

Students must be fully-licensed drivers to drive themselves to and from school. Students may park in the school parking lot only. Student drivers are responsible for their own safety and the safety of those in their car while driving to or from school; the school assumes no liability regarding student drivers, their passengers, their vehicle, or any vehicles involved in an accident with the student driver. Students may not leave the school campus during the

day without explicit permission from a parent, unless the student is 18 years of age or older.

Parents can give permission for their student driver to leave campus during the school day (for example, for a doctor's appointment or to pick up lunch) on the Permission to Leave Campus form available from the school office. Students must sign themselves out at the school office before leaving and sign back in upon arrival back to the campus. Parents may also give one-time permission for their student to leave campus during the school day by calling, texting, or emailing the school office. Valorous Academy reserves the right to not permit a student driver to leave the campus during the school day, or to revoke the privilege entirely, at the discretion of the administration.

HEALTH AND SAFETY

Overview

Valorous Academy is committed to maintaining an environment that is safe and healthful for all students, faculty, and visitors.

It is imperative that parents are honest about their student's current and past medical history. Parents should ensure that the teacher and administration is aware of any medical conditions that may be pertinent in the normal school day and emergency situations, as well as acute situations such as injuries.

Illness Policy

Should a student become ill at school with symptoms of a contagious illness, the school will contact the student's parents to pick them up from school. The parent is then required to pick up their child, or secure another person to pick up their child. If this person is not the parent or a person noted on the student's list of authorized pick-up persons, the parent is responsible for informing the school.

By signing the agreement at the end of this handbook, parents agree to observe and check their child prior to dropping them off at school every day. This includes, but is not limited to, ensuring they are free of signs or symptoms of contagious illnesses such as COVID-19, influenza, gastroenteritis (stomach flu), strep throat, the common cold, pink eye, and lice. Parents agree to keep their child at home if they are displaying any of the following symptoms: fever, (100.4 degrees or higher) severe or worsening cough, severe runny nose, shortness of breath, loss of taste or smell, sore throat, nausea or vomiting, open sores, worsening rash, or diarrhea. Students should be free of symptoms without the aid of medication for a minimum of 24 hours before returning to school, unless a doctor's note is provided to the school releasing the student.

By signing the agreement at the end of this handbook, parents also acknowledge their understanding of the contagious nature of the above illnesses and symptoms. They acknowledge that Valorous Academy has put in place preventative measures to reduce the spread of contagious diseases, but that Valorous Academy cannot guarantee that their child, or those they come into contact with, will not become infected with a contagious disease.

Medication

Students are not permitted to carry medications of any kind without permission from both a parent and the school administration. Please see the Life-Saving or Emergency Medications section below for more information.

Over-the-Counter Medication

Valorous Academy keeps a basic stock of over-the-counter medications in the school office. Students in 6th-12th grades will be given these medications at their request within reason as determined by the staff member administering the medication. Parents may request in writing that their student not be granted this privilege at all or only for specific medications. A list of available medications is available in the school office.

Students in K-5th grade will be given medications according to the Over-the-Counter Medication Administration form in their file. The school will contact the student's parent prior to giving an over-the-counter medication to a K-5th grade student if the student does not have this form on file, or if the student's form indicates the parent did not give the school permission to administer a particular medication.

Prescription Medication

Parents with a student who must take prescription medication while at school are required to:

- Complete and sign the Administration of Prescription Medication form
- Provide the student's medication in its original container
- Restock the medication as necessary
- Keep the school up-to-date on any changes in dosing, time of administration, or other instructions regarding the administration of the medication

Life-Saving or Emergency Medications

Students who have been prescribed life-saving or emergency medications (such as inhalers, insulin, or Epi-Pens) can, with parent and school permission, carry the medication with them. The parent must request this allowance be granted to their student on the Administration of Prescription Medication form. For this request to be approved, the student must be capable of administering the medication and carrying it responsibly with them throughout the day. Any changes to the medication should be communicated to the school administration, as a new Administration of Prescription Medication form may be required.

Health Information

Medication Administration Records

A record of all medication administered by the school is kept, regardless of student age or the nature of the medication (over-the-counter or prescription).

Health Records

Student health records are kept confidential. All health records are kept on file for the duration of the student's enrollment in Valorous Academy. These records include, but are not limited to, immunization records, medication administration records, medical excuses and releases, sports physicals, and health examinations.

Confidentiality

Student medical information is kept in their official student record. These records are kept confidential and will only be shared with Valorous Academy and/or Valorous Church faculty and staff as necessary, medical personnel in situations in which the information is needed, or to a school the student is enrolling in which submits an official release of records request.

Emergency Procedures

Life-Threatening Emergencies

In life-threatening medical emergencies, the school will contact 911. If a student is involved in a life-threatening emergency, the school will contact the parent as soon as possible. If a parent cannot be reached, the school will notify the student's designated emergency contacts. If the student's emergency contacts cannot be reached, the school will designate a person to continue contacting the parents and emergency contacts until someone is reached. A school administrator will remain with the student at all times until a parent or emergency contact arrives, including transportation to the hospital if applicable.

First Aid

The school keeps an up-to-date and regularly restocked first aid kit in the school office. Physical Education teachers keep a first aid kit with them during their classes. Every classroom has an emergency kit near its main entrance. The main school building is outfitted with an Automated External Defibrillator (AED). All faculty and staff members have access to the AED and are trained in its appropriate usage.

Crisis Management Plan

All faculty and staff are trained on the school's crisis management plan which covers a wide variety of emergency situations. For security purposes, this plan is only accessible by Valorous Academy faculty and staff members and Valorous Church staff members.

Fire Drills

The school holds fire drills at regular intervals. The school expects that during these drills, all students, faculty, staff, and adult visitors evacuate the buildings in an orderly manner, following the guidelines identified for their specific location. Teachers and administrators will give instructions as needed. Students are expected to move quickly and silently to the designated meeting place. Adult visitors are expected to move with the class they are with to the designated meeting place.

Tornado Drills

The school holds tornado drills at regular intervals. The school expects that during these drills, all students, faculty, staff, and adult visitors move to the meeting area in an orderly manner, following the guidelines identified for their specific location. Teachers and administrators will give instructions as needed. Students are expected to move quickly and silently to the designated meeting place. Adult visitors are expected to move with the class they are with to the designated meeting place.

Weather-Related School Closings

On days when weather conditions are deemed too hazardous to open the school, Valorous Academy will notify families as soon as possible.

Notifications and updates will initially be sent through Class Dojo. Parents are responsible for checking the Class Dojo app when the weather may be concerning. Valorous Academy may also alert parents via email, text, local radio stations, local TV stations, or any combination thereof, as soon as information is available.

The decisions of Horry County Schools regarding school closures may be used as a guideline. However, Valorous Academy may not abide by their decisions in any particular circumstance. Valorous Academy is often able to return to school earlier than Horry County Schools and will use Class Dojo and/or email to communicate this information. Parents are responsible for keeping their contact information up-to-date with the school office and

their child's teachers, and for checking their Class Dojo app, text messages, and emails for announcements regarding school closures and reopenings.

In the case of an extended closing, Valorous Academy will keep families up-to-date as information is available, and will announce reopenings and make-up days, when appropriate, as soon as possible.

Food and Drink

Water Bottles

All students are allowed and encouraged to bring a water bottle to school with them every day. Water bottles may be filled as needed throughout the day. Classroom teachers set the standard in their classroom regarding beverages other than water.

Lunch

Students provide their own lunches each day. Microwaves are available on a limited basis. Refrigerators are not available for student use.

Throughout the year, Valorous Academy will have lunch delivered from local restaurants. Students have the option of ordering these lunches. Parents are responsible for the payment of these orders. A student who is absent on the day of the lunch delivery will not receive a refund.

Lunch and snack products are available for purchase in the school office. A vending machine is located in the elementary lobby with snacks and drinks.

Snacks

Classroom teachers set the standard in their classroom regarding food. Parents should contact the classroom teacher to inquire about snacks in the classroom.

Field Trips

Individual classes or the school as a whole may take field trips throughout the year. Permission slips will be required to be signed by a parent prior to the student leaving campus for a field trip. Student drivers may not drive themselves on field trips without explicit permission from their parent. If the student is 18 years of age or older, the student

may sign their own permission slip to be transported during the field trip or to drive themselves during the field trip.

ADMINISTRATIVE SERVICES

Admissions Procedures

We are a Christian faith-based church school and are a ministry of the Bible-believing Valorous Church. Our standards are set. Families not willing to allow their children to learn and follow the teachings of the Bible will not be happy at our school.

Families considering enrolling their children in Valorous Academy should follow these steps:

- Obtain information at valorousacademy.com or in person at the school campus.
- Complete and submit an application with the non-refundable application fee.
- Schedule a tour of the school with the child(ren) being enrolled.
- Submit previous school records to the school office, if applicable.
- Review and discuss the Family Handbook with the administration team.

Following the above steps:

- The administration will review the application.
- The principal will make a recommendation regarding enrollment.
- The school will send a formal communication informing the family of the decision. If a student is accepted, the family will receive information on the steps required to complete enrollment.
- The family will provide a copy of the child's immunization record, birth certificate, and social security card.
- The family will set up their payment plan, with the assistance of the school.

Withdrawal Procedures

Withdrawal by Parent

Parents wishing to withdraw their student from Valorous Academy mid-year for any reason are required to fill out a Withdrawal Form. This form can be obtained from the school office.

The Withdrawal Form is required no later than four weeks prior to the student's final date of enrollment.

With four weeks of notice to the school, a parent withdrawing their student prior to April will be responsible for all tuition and fees up to the final month in which their student is enrolled. A parent withdrawing their student in April, May, or June will be required to pay the remaining balance of tuition through the end of the school year.

With less than four weeks of notice to the school, a parent withdrawing their student prior to April will be responsible for all tuition and fees up to the final month in which their student is enrolled as well as the following month. A parent withdrawing their student in April, May, or June will be required to pay the remaining balance of tuition through the end of the school year.

All tuition and fees must be paid and all school property returned for Valorous Academy to release the student's records, including but not limited to transcripts, report cards and progress reports, test scores, exceptional and special needs documentation, and behavior records or reports.

A Withdrawal Form is not required if a student is finishing the year at Valorous Academy but will not be returning the following year. Parents may still complete a Withdrawal Form if the student's new school requires one for the transfer of the student's records.

Withdrawal by School

Students may be withdrawn by the school administration for any of the following reasons:

1. Parent(s) will not cooperate with the school administration
2. A student's negative influence makes it inadvisable for him/her to remain at Valorous Academy
3. Continual failure to achieve academically or continual lack of effort
4. Threats to teacher, staff member, or student(s)
5. Fighting, bullying, or other violent and/or abusive behavior
6. Destruction of school property
7. Entry into any building without permission, whether locked or unlocked
8. Obscene gestures or language
9. Chronic absenteeism or tardiness which the parent will not address and/or which the school does not find reasonable
10. Late, unpaid, or otherwise delinquent tuition and/or fees

Financial Policies

Tuition payments at Valorous Academy are made via FACTS Management. This allows us to offer convenient and flexible tuition payment options. Payments can be made via bank account or debit/credit cards.

Payments can be set up at online.factsmgmt.com/signin/4P0YL. All families at Valorous Academy are required to have a FACTS account.

1. Valorous Academy does not receive government funding. It is necessary that fees and tuition be paid in a timely manner.
2. Payments are collected through FACTS Management. Families are required to pay tuition, and specific fees, through their FACTS account.
3. Late payments will receive a late fee of 3% of the payment.
4. Unpaid balances cannot be carried over from month to month. Parents who are 30-60 days behind on their payments may be notified that their child(ren) cannot attend school until payment is received.
5. Parents who are 60 or more days behind on payments may be notified that their child(ren) will be withdrawn from Valorous Academy until payment is received.
6. All fees (other than tuition under specific circumstances) are non-refundable and non-transferable.
7. Tuition is non-refundable if the student has been to school any day during the month, or if the student drops out without proper notification. Please see the Withdrawal Procedures section for details.
8. Registration for the Before and After School Program is arranged through the Valorous Academy office. Fees for before and after school care are due by the tenth of the following month (ex. fees for care provided during August will be due by September 10th). An invoice will be sent to the parent via FACTS.
9. There will be a \$20 emergency drop-in fee for all children requiring after school care who are not pre-registered in the Valorous Academy office ahead of time.
10. There will be a financial hold on report cards, transcripts, and all other school records if payment is not current at the end of each grading period. This financial hold will remain in effect until the account is current. Students whose accounts are not up-to-date by the end of each semester will not be allowed to take final exams for that semester's work. This includes all fees and tuition due up to the point of the end of the grading period.
11. Valorous Academy reserves the right to withhold student records, including test scores, transcripts, report cards, and diplomas, until all tuition and fees are paid.

12. Parents are ultimately responsible for all payments.
13. Any special financial or payment arrangements must be requested in writing and approved by the administration.

Reduced Tuition, Financial Aid, and Scholarships

The above terms are defined as follows:

Reduced Tuition: lowered tuition awarded to a family by Valorous Academy

Financial Aid: lowered tuition awarded to a family which is compensated to the school via donations or sponsorships

Scholarship: a donation provided to the school to award a family with a year of fully-paid tuition

Valorous Academy strives to maintain an affordable level of tuition, however we recognize that private school tuition is a large expense. A limited amount of reduced tuition is given out to select families. A request for reduced tuition, financial aid, or a scholarship must be made with an official application. A link to this application is available from the school office upon request. It is important to note that Valorous Academy does not provide fully reduced tuition; all parents pay some tuition for their children to attend, unless a donor specifically names their child in a full scholarship donation.

Valorous Academy does not award merit-based scholarships. Parents must reapply each year to continue to receive reduced tuition; assistance is not guaranteed in any given year. The amount of financial aid and scholarships awarded in a given year is determined by the donations and sponsorships donated to the school.

Valorous Academy families have been successful in seeking assistance from their children's family members, family friends, doctors, therapists, and business leaders who know the child. Valorous Academy encourages families seeking financial assistance to inquire with the people who know their child about assisting with tuition costs.

Parents interested in applying for reduced tuition, financial aid, or scholarships should submit an application at the following website: **online.factsmgt.com/signin/4P0YL**. Applying for assistance does not guarantee that assistance will be given. Valorous Academy awards assistance based on funds available.

Exceptional SC

Valorous Academy students with disabilities are eligible to apply for scholarships through Exceptional SC. Details regarding eligibility and the application process are available at exceptionalsc.org. If a student is awarded a scholarship through Exceptional SC, Valorous Academy will refund the family any tuition or applicable fees which they have already paid and which are covered by the scholarship.

Sponsorships

Valorous Academy invites individuals or businesses to sponsor students by providing either partial or full scholarships. Valorous Academy also allows sponsorships to be given to the general operating account or for specific funds such as STEM tools or equipment, extracurricular activities, or special events. For details regarding sponsorship, contact the school office.

Adult Visitors and Volunteers

Upon arriving at the school, all visitors should check in at the office. Visitors will not enter any classroom without the permission of an administrative staff member. Valorous Academy also prohibits adults, including parents, from entering the school building to drop off their student, with the exception of a kindergarten student's first day of school or to aid an exceptional needs student to their classroom.

Adults looking to volunteer at Valorous Academy, whether during the day or at a school event, must first pass a background check.

Parent-Teacher Connection

The Parent-Teacher Connection (PTC) consists of parents and teachers partnering together to support the development of the critical partnership between school, family, and community. The PTC fosters a positive impact on academic success of students. This group is responsible for implementing activities for school fundraising, dances (formals and prom), teacher appreciation week, class parent involvement, and other various events and activities throughout the school year.

Parents interested in participating in the PTC should contact the school office.

Statement of Nondiscrimination

Valorous Academy enrolls students of any race, nationality, or ethnicity and grants them all rights, privileges, programs, and activities generally accorded or made available to students of our school. Valorous Academy does not discriminate on the basis of race, nationality, or ethnicity in the administration of its educational policies, admissions policies, or athletic or other school-administered programs.

Photo and Video Use Policy

Valorous Academy is a ministry of Valorous Church. Therefore, the Valorous Church Photo and Video Use Policy applies to Valorous Academy and is as follows:

Photo and video use policy, including photos and videos on our website and media outlets of people and events at Valorous Church is a privilege for us, and we intend to respect and honor you in the taking of any photos and video.

Therefore, at Valorous Church:

- Photos and videos are always taken of people in public spaces, and/or at public events.
- We will not knowingly post anything that would be embarrassing, objectionable, or hurtful to anyone in any photo or video.
- We do not identify people by their full name in the photos and videos we post in our media outlets without permission from that person or the parent or guardian.
- If copyrights for a photo are held by someone other than Valorous Church, we will receive permission to post it and gladly credit if desired by the photographer.
- We will gladly remove any photo upon request if you see a photo or video that includes you or your child and would like it removed from any of our website or media outlets. We will gladly remove it upon request.

Unless otherwise indicated, photographs throughout our website and media outlets are the property of Valorous Church and may not be used for any purpose (including but not limited to downloading, printing, distributing, linking) without permission from Valorous Church. Please call 843.280.1270 or stop by our church offices if you have any questions or concerns about our photo and video use policy.

Mandatory Reporting Procedures for Child Abuse and Maltreatment

The State of South Carolina requires that certain professionals report suspected cases of child abuse or neglect. These persons are called mandated reporters. Those employed in education are included in this list of mandated reporters.

All Valorous Academy faculty and staff receive training in understanding their role as mandated reporters, including how to recognize common signs and symptoms of child abuse or neglect and how to report suspected cases of child abuse or neglect.

Students have the right to feel safe and respected, and to work and learn in an environment free from abuse and neglect. Valorous Academy prohibits all forms of abuse from any persons, employed or not, who are on the school campus or at a school activity. This applies to all employees of Valorous Church and Valorous Academy, parents, volunteers, visitors, and other adults on the school grounds or at a school activity.

“Abuse” is defined as follows:

- Acts that create a substantial risk of physical injury to a student
- Acts that inflict physical injury to a student
- Acts that qualify as child sexual abuse, including but not limited to sexual touching, sexual assault, sexual intercourse with a student, sending or showing a student inappropriate material, attempting to send or show a student inappropriate material
- Any sexual or romantic conduct between a student and an employee, volunteer, or employee of a contracted service provider, regardless of the student’s age, and even if consented to or welcomed by the student. This is strictly prohibited and will result in dismissal of the adult involved.

“Neglect” is defined as follows:

- The negligent treatment or maltreatment of a child, including the failure to provide adequate food, clothing, shelter, medical treatment, or supervision.

Compliance with School Policies, Rules, and Regulations

By signing the Parent Agreement at the end of this handbook, parents acknowledge that they understand and agree to abide by all of the school's policies, rules, and regulations, including the financial policies of the school.

Parents further acknowledge and agree that the student agrees to comply with all policies, rules, and regulations of the school, and both agree to comply with all directives of the school administrators, faculty, and staff. Parents acknowledge that the school has the right to discipline, suspend, expel, or terminate the enrollment of any student at any time at the school's sole discretion. Such discipline, suspension, expulsion, or termination may result when:

- a student fails to abide by the policies, rules, and/or regulations of the school;
- the school determines that a student's conduct or performance demonstrates an unwillingness or inability to be productive within the school community;
- a parent fails to cooperate with the school or fails to abide by the policies, rules, and/or regulations of the school;
- the school determines that the continued attendance of the student in the school is not in the best interests of the student and/or the school;
- the school determines that the continued involvement of a parent with the school is not in the best interests of the student and/or the school;
- the parent is delinquent with respect to any financial obligation to the school.

Parents acknowledge that the school reserves the right to withhold the student's records, including but not limited to report cards and/or test scores, until their financial obligation(s) are fully paid.

PARENT AGREEMENT

At least one parent agreement should be on file for each student enrolled in Valorous Academy. A separate agreement should be filled out for each student in a family.

I agree to cooperate with the expectations set forth in the Valorous Family Handbook and understand the penalties involved with any kind of misconduct or misuse.

Student Name: _____ Grade: _____

Printed Name of Parent

Signature of Parent

Date

If a parent agreement is not on file the application agreement suffices as an acknowledgement of reading and agreeing with the family handbook.

Office Use

Date received: ____/____/____ Received by: _____

STUDENT AGREEMENT

Students in 6th-12th grades are required to sign the student agreement.

I agree to cooperate with the expectations set forth in the Valorous Academy Family Handbook and understand the penalties involved with any kind of misconduct or misuse.

Printed Name of Student

Signature of Student

Date: ____/____/____

Office Use

Date received: ____/____/____

Received by: _____