



Bethel Christian Academy

Student Handbook
2024-2025

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Welcome To

BETHEL CHRISTIAN ACADEMY

Educating Minds. Inspiring Hearts. Impacting the World.

At Bethel Christian Academy, our vision is to raise up a generation of Christ-centered leaders who are academically equipped, spiritually grounded, and passionately committed to serving God and transforming the world for His glory.

From Pre-Kindergarten to High School, our diverse and inclusive campus provides a supportive environment that promotes:

- * Academic Excellence
- * Character Building
- * Critical Thinking & Problem Solving Skills
- * Spiritual Growth Through Biblical Truth



Our Mission

At Bethel Christian Academy, our mission is to provide an excellent education rooted in Christian principles, empowering students to grow academically and spiritually. We are dedicated to creating a loving and secure environment where faith and learning work hand in hand, nurturing both the intellectual and spiritual development of each student.

Our goal is to cultivate a passion for learning, a commitment to serve the Lord in ministry, and equipping them to make a meaningful impact in the world for God's glory.

Core Values



Integration of Biblical Principles

We incorporate Biblical values throughout our curriculum, helping students grow spiritually while learning.



Individualized Learning

Personalized instruction tailored to each student's strengths and needs for a more effective learning experience.



Development of Critical Thinking Skills

Encouraging students to ask questions, analyze information, and think critically, preparing them for challenges beyond school.



Small Class Sizes

Smaller classes allow for more individual attention and stronger relationships between teachers and students, promoting a supportive and engaging learning environment.



Character and Responsibility

We instill values of responsibility, empathy, and active contribution to both local and global communities.

At Bethel Christian Academy, we look forward to partnering with families to help shape students who are not only academically capable but also prepared to make meaningful contributions to the world.



At A Glance

Founded 1978

Grades Served

Pre-Kindergarten - 12th grade

Student-Teacher Ratios

At Bethel Christian Academy, we maintain a low student-to-teacher ratio of 8:1, allowing for more personalized instruction and meaningful connections between students and teachers. This small class size supports a nurturing learning environment where each child receives the attention and guidance they need to grow academically, spiritually, and personally.



From the
Principal's Desk

Shaping Tomorrow with Purpose & Faith

Shelaine Everhart

Principal

It is truly a privilege and an honor to work with the children who represent the future. There is no greater way to shape tomorrow than by investing in and guiding the hearts and minds of today's young people.

My mission is to inspire a love for learning in every student, while nurturing a deep commitment to serving Christ. Each day, we strive to make the most of every opportunity, as Scripture encourages us to "redeem the time," recognizing the importance of using our time wisely in a world that needs light and hope.

Our Programs

At Bethel Christian Academy, we are committed to providing a tailored educational experience that meets the unique needs of each student. We utilize a range of exceptional programs to ensure that every child receives the best possible education, rooted in strong Christian values.

K4-K5 Education



K4-K5 Program (Abeka): In our K4 class, we use the highly respected Abeka curriculum. Known for its engaging and structured approach, Abeka offers a strong foundation in early literacy, math, and Christian values, helping young learners build confidence as they begin their educational journey.

1st - 4th Grade

For our 1st through 4th grade students, we use the Accelerated Christian Education program. This Biblically-based curriculum is designed to meet the individual learning needs of each child. ACE features a mastery-based approach, allowing students to progress at their own pace while building strong academic foundations. It emphasizes self-instruction, character development, and personal responsibility, nurturing both academic excellence and Christ-centered values.





5th - 12th grade

For our 5th-grade students and above, we use the Ignitia curriculum, an online program that combines interactive lessons with multimedia resources to engage students in their learning. Ignitia offers a comprehensive approach, covering subjects like language arts, math, science, history, and Bible, all while fostering critical thinking and spiritual growth.

High School Students

Our high school students benefit from a blend of Ignitia and dual credit classes in partnership with Lone Star College. This combination provides a rigorous academic curriculum, offering both the flexibility of online learning and the opportunity to earn college credits while still in high school. Our high school program prepares students for higher education and equips them with the skills they need to succeed in both their academic and spiritual lives.



Facilities And Learning Environment

Bethel Christian Academy is proud to offer top-of-the-line facilities that support the academic, physical, and emotional development of our students. Our campus is designed to create a safe, engaging, and inspiring environment where students can thrive both inside and outside the classroom.



Classrooms

Each classroom is designed to foster collaboration, creativity, and a love of learning, with flexible seating arrangements and learning stations that accommodate different teaching and learning styles.

Playground Area

Our school's playground is a lively and welcoming space where students gather during break time to relax and have fun. At the center of the area is a volleyball net, often surrounded by groups of students eagerly taking turns to play friendly matches. Nearby, a row of swing sets adds to the cheerful atmosphere, with children laughing as they soar back and forth. The playground provides a perfect balance of activity and relaxation, encouraging students to enjoy the outdoors, build friendships, and return to class refreshed and energized.



School Fellowship Hall



Our students' fellowship hall is a versatile and welcoming space where many activities take place throughout the day. Each morning, it hosts our opening exercises, bringing everyone together to start the day with unity and purpose. During lunch, the hall transforms into a cheerful dining area where students enjoy their meals and socialize. It also serves as a creative hub for special projects and events, offering plenty of room for collaboration. During breaktime, the fellowship hall becomes a relaxed spot for students to unwind, making it a central part of our school community.

Safety and Security

The safety and well-being of our students are of paramount importance. The school is equipped with comprehensive security measures, including surveillance cameras, controlled access to the campus, and a dedicated plan to ensure that all students and staff are safe at all times.



General Assembly

Our opening exercises are a vital part of our school day and a cornerstone of our community life. This daily gathering serves not only as a time for spiritual reflection and growth, but also as an opportunity to center our hearts and minds before engaging in academic work. Each morning, students and staff come together for prayer, Scripture reading, pledges, and brief devotionals that help set the tone for the day ahead.

Attendance at opening exercises is required for all students. It is considered an essential component of our educational experience, contributing to both spiritual formation and a sense of unity within the school. Consistent participation helps reinforce biblical values, encourages personal responsibility, and fosters a supportive school culture.

Because we believe that education is not solely academic but also spiritual and character-forming, Morning Devotion is treated as a part of the curriculum and may be reflected in attendance records or credit requirements. Students are expected to arrive on time and engage respectfully, recognizing the importance of beginning each day with purpose, perspective, and community.



Pledge of Allegiance to the American Flag

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.



Pledge of Allegiance to the Christian Flag

I pledge allegiance to the Christian flag and to the Savior for whose kingdom it stands,
One Savior crucified, risen and coming again, with life and liberty for all who believe.



Pledge of Allegiance to the Bible

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



Chapel Services

Chapel sessions are held where the student identifies his education with the ministry of the church. Local pastors, visiting evangelists, staff, and students teach the Word of God during these chapel sessions. Students become involved in chapel through their praise and worship. Students may also participate in vocal and instrumental music.

Admissions And Enrollment

At Bethel Christian Academy, we welcome families from diverse cultural and educational backgrounds. Our admissions process is designed to be transparent, inclusive, and supportive, ensuring that all students who meet our academic and behavioral standards are given the opportunity to join our community.

Admissions Process

The admissions process at Bethel Christian Academy involves several steps to ensure that we provide the best fit for each student and family. These steps include:



01

Inquiry and Tour

Prospective families are invited to schedule a tour of our campus to learn more about the school's philosophy, curriculum, and facilities. During the tour, parents can meet with faculty and staff to discuss their child's individual needs and expectations.



02

Application

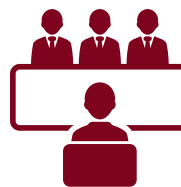
After the initial inquiry, families can complete the application form available on our website or on our information wall. The application includes basic student information, previous academic records, and details about any special learning needs.



03

Assessment

All applicants are required to undergo an academic assessment to evaluate their readiness for the BCA curriculum. This assessment helps us understand each student's strengths and areas for growth, ensuring that we can provide the right level of support.



04

Interview

Following the assessment, parents and students will be invited for an interview with the school leadership team. This is an opportunity for the family to ask questions and for the school to assess the student's fit within the BCA community.

Requirements for Enrollment

To enroll at Bethel Christian Academy, students must meet the following requirements:

- * Completed application form
- * Copies of previous school reports or academic transcripts
- * Results of any standardized testing (if applicable)
- * A letter from their pastor
- * Health records, including up-to-date immunization records
- * Copy of birth certificate or other legal identification

Admissions Policy

Bethel Christian Academy does not discriminate on the basis of race, color or national and ethnic origin in the administration of our education policies, employment admission policies, scholarship, athletic and other school-administered programs.

Bethel Christian Academy reserves the right to refuse admission to anyone who is or has been addicted to tobacco, drugs or alcohol or has a criminal record, students who are or have been married, who are pregnant or have a child, or individuals that will not adhere to the philosophy and policy offered at Bethel Christian Academy.





Statement of Faith

We believe there is One God, manifested as Father in creation, Son in redemption and Holy Ghost in salvation. This One God created all that exists. The basis of our doctrine is faith in the One God.

We believe the Bible to be inspired of God, the infallible Word of God. *“All scripture is given by inspiration of God, and is profitable for doctrine, for reproof, for correction, for instruction in righteousness”* II Timothy 3:16.

We believe the Bible is the only God-given authority which man possess; therefore, all doctrine, faith, hope, and all instruction for the church must be based upon, and harmonize with, the Bible. It is to be read and studied by all men everywhere and can only be clearly understood by those who are anointed by the Holy Spirit (I John 2:27). *“No prophecy of the scripture is of any private interpretation. For the prophecy came not in old time by the will of man: but holy men of God spake as they were moved by the Holy Ghost”* II Peter 1:20, 21.

We believe in the virgin birth of Jesus Christ and that He died for our sins and was resurrected on the third day. We believe in the imminent return of Jesus Christ for a prepared people, His church.

We believe in the Bible standard of salvation, which is repentance, baptism in water, by immersion in the Name of the Lord Jesus Christ for the remission of sins, and the baptism of the Holy Ghost (Acts 2). This experience should be followed by a life of righteous works, separation from the world, and witnessing of His saving grace through the ministry of the Holy Spirit.



Affiliation

Bethel Christian Academy is an integral and inseparable ministry of Bethel Tabernacle. Because of this affiliation, the goal of our school is to provide quality education in a Christian environment, which will allow the students to grow spiritually as well as academically. The student body is representative of variety of backgrounds, and members of various Christian denominations are accepted each year.

We are a member of The Association of Christian Teacher and Schools (ACTS), which is a part of the United Pentecostal Church International. We are also an affiliated school with Alpha Omega, Imagine Learning, and Accelerated Christian Education (ACE). We subscribe to their training programs, procedures, curriculum and policies.



Church Attendance

We insist that each student attending BCA regularly attend church services. A letter of verification from your pastor should be on file in the school office. If a student wishing to attend BCA is not affiliated with a church, we welcome all BCA students and their families to make Bethel Tabernacle their home church. We have structured our educational program to include the hours of instruction received in the home church setting.



Financial Information

The full amount for the year is set up for ten installments, beginning in August of the current school year continuing through May. Accounts are due in full on the 1st of each month and will be considered late after the 5th. **If the account is not current by the 10th of the month, the student or students will not be allowed to attend class.** A late fee of \$25 is added immediately to accounts not current by the 5th. Should the 5th fall on Friday, holiday or weekend payment must be received before the end of the last school day before the Friday, holiday or weekend in order to avoid the late charge. Because of our budgetary requirements, payments must be received in a timely fashion. Payment on accounts should be with check, money order or credit card. There will be an additional \$35 charge on all returned checks.

If a student completes their annual coursework ahead of schedule, families may choose to either pay the remaining balance in full or continue with the regular monthly installment plan. Please note that early completion of coursework does not eliminate the financial obligation for the remainder of the academic year.

A 10% discount is available when tuition is paid in full for the year at the beginning of the current school term. If a student checks out of school before the end of the period the tuition is paid, there will be a refund. A thirty-day notice must be given prior to a student withdrawing from the school. The amount refunded will be prorated monthly at the normal rate with all issued curriculum and outstanding testing fees deducted.

Transcripts and report cards will not be released to the parents until their accounts are in good standing, which is a paid in full status. Diplomas for graduating seniors will not be issued until all accounts are clear. For students enrolling at another school, the school office will provide the information necessary when contacted by the accepting school.

Medical Information

If a medical emergency should arise during school hours, the school office will contact the parent first. If they cannot be reached, the family doctor will be contacted. If necessary, the student will be taken to the nearest medical facility for treatment.

No staff member will be allowed to administer any medication without a parent's written permission. This includes aspirin, Tylenol, allergy medication, etc. All medications are to be turned into the school office, with detailed instructions for administration. The medications must be in the original medicine bottle with the student's name and doctor's instructions printed on the label.

General doctor and dental appointments should be made after school hours or on Fridays, when school is not in session. If a student misses school for a doctor, dental or orthodontic appointment, please request a note from the doctor's office so the tardy absence or early dismissal can be excused.



Boundaries and Limitations

Students are expected to respect campus boundaries and follow all supervision guidelines throughout the school day. Church facilities are off-limits to students at all times. Students should not visit other students' offices or enter any classroom unless a staff member is present. During break times, students must remain in the designated break area, and during lunch, they are to stay either in the cafeteria or outdoors under the supervision of an adult. These expectations are in place to ensure the safety and accountability of all students on campus.

Use of School Phone & Cell Phones

School telephones are not to be used by students except for emergencies. Parents may call and leave a message, which will be given to your child. Students will not be called out of class to receive a telephone call except in cases of emergency.

Cell phones must be turned into the office upon arrival. If calls need to be made, the office will return the phones for the time period of the student's lunch. They can only be used during this time.

Standard of Conduct

Students of this school are expected to refrain from talking about or engaging in cheating, swearing, sexual misconduct, smoking, gambling, secular music, dancing, alcoholic beverage and using or talking about narcotics or gang related matters. Students are expected to act in an orderly and respectful manner, maintaining Christian standards in courtesy, kindness, morality and honesty. Students must agree to strive toward unquestionable character in dress, conduct and attitude at and away from school.

School Attendance

A written excuse, signed by the parent or legal guardian, must be presented to the supervisor when a student returns to school after an absence. If the absence is foreseen, a note should be sent in advance. Doctor, dental, music and personal appointments should be scheduled after school hours or on Fridays. Absences other than sickness and emergencies will be excused only if arrangements are made in advance with the principal's office and the student is sufficiently advancing in his or her work. Excessive absences will hinder a student's progress. If in the opinion of the administration, the absences are unnecessary the student will be considered truant.

Five absences per quarter will be considered excessive. More than one unexcused absence per quarter will be considered excessive. If a student is absent excessively, the administration will place student on probation for the next quarter. If the absences continue, the student will be asked to withdraw from Bethel Christian Academy.

Policy Regarding Tardiness

- A student who is not in the assembly by 8:05 a.m. will be considered late and receive a demerit.
- A student who is tardy will not be admitted into the classroom without first obtaining a pass from the office.
- Three *unexcused* tardies per quarter shall equal one *unexcused* absence.
- Six *unexcused* tardies will equal two *unexcused* absences, and the student will be charged \$15 per tardy.

Policy on Closing Due to Weather Conditions

Generally, when Aldine or Spring Schools are dismissed, BCA will also be dismissed. If you have access, check our BCA social media pages for closures. We will also send out an email informing you of the closure.



Dress Code

All students are to be dressed in full uniform each school day unless a note has been sent home to the parents stating otherwise. Boys' and girls' shirttails should be tucked in at all times. The uniform should be in good repair and clean. Shoes must be clean and in good condition.

Each student is responsible for adhering to regulations regarding uniform and personal appearance. Personal appearance affords unmistakable evidence of the respect every person has for himself and for others who must look at him. It is also an indication of the student's willingness to abide by school regulations. If a student is not in complete uniform, he or she will be asked to call their parents and be picked up from school.

The general dress code regulations set by Bethel Christian Academy are as follows:

Grades K-3 - Girls' skirts should be to the top of their knees.

Grades 4-12 - Girls' skirts should be to the bottom of their knees.

All Grades - Jackets or overcoats may not be worn inside the school building. A solid white, gray or burgundy sweater may be worn with the uniform. Dress shoes or sneakers that match the uniform are acceptable. Sandals and crocs are not permitted.

Haircuts deemed extreme (drawing undue attention to an individual) are unacceptable and will not be permitted. The hair should be neat and combed away from the eyes. Hair on the boys should be off the collar and ears. Boys must be clean-shaven at all times. Beards or mustaches are not permitted.

Body piercing and tattoos are not permitted. Makeup or jewelry for girls or boys is not to be worn, except for a watch or class ring.



Discipline

At Bethel Christian Academy, students are expected to conduct themselves in a manner that reflects their identity as children of God, consistently demonstrating Christian values in both behavior and attitude. This standard of conduct applies at all times—on campus, during school functions, and in the community—whether at home or away. Students should strive to represent both the school and the church in a way that brings honor to Christ.

Discipline will be administered when necessary, always with firm and loving guidance rooted in Christian principles. We believe that a student who learns to respectfully submit to the authority of teachers and staff is also learning to submit to God's authority in their life. If it becomes evident that a student or their parents are unwilling to support the values and behavioral expectations of Bethel Christian Academy, the administration reserves the right to dismiss the student from enrollment.

Our standard disciplinary measures may include demerits and after-school detentions as consequences for misbehavior.

While we are committed to providing high-quality Christian education and character training, we recognize that we are not equipped to address every behavioral or educational challenge. Bethel Christian Academy is not designed to function as a correctional institution, but rather as a Christ-centered environment for academic and spiritual growth.

Our faculty members uphold high standards of classroom behavior through kindness, love, and genuine care for each student. As Proverbs 10:17 reminds us, "Whoever heeds discipline shows the way to life, but whoever ignores correction leads others astray."

Grounds for Dismissal

Bethel Christian Academy reserves the right to dismiss or deny admission or re-admission to students for reasons the administration deems fit, such as:

- Uncooperative attitude
- Rebellion toward discipline
- Chronic complaining
- Sowing discord among students and staff
- Chronic unexcused absences or tardiness
- Non-conformity to standards of conduct, dress and grooming
- Lack of parental cooperation
- Inability to respond to individual curriculum
- Body piercing or tattoos
- Drug or alcohol use

Disciplinary Action Protocol

To uphold the Christ-centered values and behavioral standards of Bethel Christian Academy, the following four-step disciplinary procedure is implemented for handling repeated misconduct. Each offense will be documented in the Student Behavior Binder and addressed promptly.

01

Initial Offenses

- Each incident is recorded in the Student Behavior Binder.
- After the third offense, the student will receive an after-school detention.
- Parents or guardians will be notified by phone or written communication.
- The student may be required to reflect on their behavior through a written assignment or scripture-based activity.

03

Serious Concern

- After the ninth offense, the student receives a third detention and may face in-school or out-of-school suspension, depending on the nature of the infractions.
- A meeting with the administration and the parent(s) is required.
- The student's continued enrollment will be under review and contingent upon demonstrated behavioral improvement.

02

Continued Misconduct

- Additional incidents are documented.
- After the sixth offense, the student will serve another detention.
- A parent-teacher conference is scheduled to discuss concerns, reinforce expectations, and develop a corrective action plan.
- The student may be placed on a Behavioral Contract outlining specific goals for improvement.

04

Final Action

- Upon the tenth offense, the student will be subject to dismissal from Bethel Christian Academy.
- The administration, in prayerful consideration, will determine whether continued enrollment aligns with the school's mission and values.
- A written record of all offenses and disciplinary actions will be included in the student's file.

Parental Involvement And Community Engagement

At Bethel Christian Academy, we believe that education is a partnership between the school and the home. We actively encourage parental involvement and provide numerous opportunities for families to engage with the school community. We understand that a strong relationship between parents and the school fosters a supportive environment that contributes to the success and well-being of our students.



01

Parental Involvement

Parents are an integral part of the Bethel community, and we provide several ways for them to be involved in their child's education, including:

Parent-Teacher Association (PTA)

The PTA organizes events, fundraising activities, and volunteer opportunities that bring families together to support the school's goals. It also serves as a platform for open communication between parents and the school administration.

Classroom Volunteering

Parents can volunteer to assist teachers in the classroom, participate in field trips, or support school events. This involvement helps build a strong connection between the school and home life.

Parent-Teacher Conferences

Regularly scheduled conferences allow parents to discuss their child's progress, share concerns, and collaborate with teachers to support the student's academic and personal growth.

Parent-School-Student Relationship

The God-given responsibility and right to educate children rests primarily with parents. As such, it is the parents' role to prayerfully determine both the method and setting of their child's education. As Scripture reminds us: *"Train up a child in the way he should go: and when he is old, he will not depart from it."* — Proverbs 22:6



Parents

- Should thoroughly examine the program offered at Bethel Christian Academy.
- Should instruct the student on the program.
- Should exert proper parental authority upon student.
- Should support faculty.
- Should support all school functions.
- Should carry out decisions of the school by following through at home (i.e. homework).
- Should discuss all problems or questions with the appropriate authorities, at the appropriate time, to achieve understanding.
- Should be an example at home.

School

- Should respect the authority of the parent.
- Should uphold parental decisions if within school philosophy.
- Should share with parents all information regarding the student's progress.
- Should educate students to the fullest extent possible.
- Should be an example to the student.

Student

- Should submit to the will and authority of God, to the parents and to school faculty.

Important Dates



Campus Tours

Prospective families are welcome to visit and explore the school's facilities any day that school is in session. Appointments can be made during the summer via email or phone.

Enrollment Begins

April 1, 2025

Parent Orientation

August 4, 2025

First Day of School

August 11, 2025

Last Day of School

May 21, 2025

Contact Information

Phone
281-443-8154

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Website
www.bcahouston.com

Social Media
@bcahouston

School Office Hours

Monday - Thursday
7:30 AM - 4:00 PM

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