

# Graduation Requirements

Alberta Education High School Diploma Minimum Requirements:

100 Credits

English Language Arts – 30 level

Social Studies – 30 level

Mathematics – 20 level

Science 20 – 20 level

Physical Education 10

Career and Life Management 20

## Categories:

10 Credits from:

CTS (Career and Technology Studies)

Fine Arts

Second Languages

Physical Education 20 and/or 30

Two 35 level courses from the Registered Apprenticeship Program

10 Credits in any 30 level course (in addition to English and Social)

As above

Locally Developed Course

35 level Work Experience

Two 35 level courses from any Green Certificate Specialization

## Prairie Christian Academy Graduation Requirements:

105 Credits

Bible 35

15 hours of Community / Christian Service

Graduation application (grad essay)

## Hours of Operation

**School Building** The school doors are unlocked by 8:00 a.m. and normally locked at 4:00 p.m. For special functions, the staff in charge will open and close the building as necessary.

**Office Hours** 8:30 a.m. to 4:30 p.m. weekdays when school is in session

## Attendance and Tardiness

The purpose of this policy is to ensure that students get to class on time and that all students enjoy uninterrupted learning. This policy applies to all students.

For the first unexcused absence the teacher will call the parent(s), guardian, or dean.

For the second unexcused absence the teacher will call the parent(s), guardian or dean and notify the office. The administration will follow up with the parents/dean and the student.

For the third unexcused absence the teacher will refer the student to the office. The student will be given a one day in-school suspension.

For the fourth and fifth unexcused absences the student will be referred to the office and given three and five day suspensions. Parents and students will meet with the principal to discuss conditions for continued enrollment.

Three lates for class will be considered an unexcused absence and will be handled according to the policy for unexcused absences.

**Excused absence:** The student must bring a note from the parent (or guardian) noting the reason for the absence and asking that it may be considered excused. Students must bring a note to each teacher whose class they missed, have it signed and then take it to the office. (Telephone calls must be followed up with a written note.)

**Planned absence:** Any student planning to be away from school for any reason, must complete a 'blue form' and submit it to the office one day prior to the absence. If the blue form is not submitted on time any absence will be treated as an unexcused absence.

**Early Dismissal:** Students who need to leave during the day must sign out at the school office. They should have a note from a parent/guardian or the parent/guardian should phone in, authorizing the sign out. Students who leave early must also inform teachers of the classes they will miss. Students who leave early are responsible for work missed.

## **Conduct**

You will be encouraged to demonstrate a Christian work ethic. We not only want you to have a personal relationship with Jesus Christ, but we want you to enjoy a life of spiritual fullness, holiness and service. Prairie Christian Academy Secondary School functions as a body of Christian believers joined together for the specific purpose of training students how to live, not just how to make a living; how to be leaders, not just followers. In order to facilitate this process, it is essential that students, faculty and parents seek to promote Christian behavior.

The school cannot isolate its students from the constant sensual bombardment of this society, but it can create an environment where right conduct is encouraged. A positive peer culture helps to stem the tide against the pressures encountered.

We recognize that the observance of standards does not make one spiritual; however, one's willingness to adhere to school regulations demonstrates maturity and a level of spiritual desire. The apostle Paul wrote to a young Timothy, "discipline yourself for the purpose of godliness" (1 Tim. 4:7).

*Prairie Christian Academy Secondary School is a community comprised of staff and students from a wide range of cultural, denominational, and social backgrounds. We look to the person of Jesus Christ to define our common values and unity. We seek to honor Him by integrating faith and learning, while our hearts and lives reflect the process of maturing in Christ. We believe that the Bible articulates those principles and values expected of all believers.*

## **Discipline**

Occasionally, some students have lapses of appropriate behavior. Minor offenses are dealt with immediately by teacher/deans. Major offenses are channeled through the principal's office and are dealt with on a case by case basis. As a result of a meeting between the parties and gathering of information, the seriousness of the matter is determined. For serious or persistent violations of school rules and regulations and for display of attitudes which hinder the growth of other students, suspension and/or expulsion may result. Actions such as social dancing, the use of tobacco, alcohol, and non-prescribed drugs are not acceptable behaviors for students in our school. The same could be said about the use of pornography and participation in illicit sexual conduct. Such actions will bring about penalties such as suspensions or even expulsions, depending on the severity of the situation.

## **Dress and Grooming**

We expect our students to dress in a fashion which does not draw attention to themselves. Therefore, tight pants and clothing such as revealing shirts, tank or halter tops and muscle shirts should not be worn. Photographs, designs and printing on shirts should be consistent with what is considered appropriate within the context of a Christian School. All clothing must be in keeping with the development of godly morals and character. The use of excessive jewelry is also distracting, and therefore should not be used.

Students will be expected to dress not less than semi formal on chapel days. (Thursday) Girls - dresses, skirts, dress pants. Boys – dress pants, shirt and tie.

Clothing appropriate for physical education classes should not be worn in the school.

Students should be modest in their grooming as well. Hair should not distract others who might be disturbed by colour or extreme hair style. The use of good judgment is expected.

## **Postal Services**

Residential Student addresses will be as follows:

Prairie Christian Academy  
(Student's Name)  
P.O. Box 68  
Three Hills, AB  
T0M 2A0