



FELLOWSHIP  
BAPTIST ACADEMY

STUDENT HANDBOOK  
2025-2026

*Let no man despise thy youth; but be thou an example of the believers, in word, in conversation, in charity, in spirit, in faith, in purity.*

*1 Timothy 4:12*



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Student Handbook - Table of Contents**

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## **Introduction**

Fellowship Baptist Academy functions as a homeschool co-op and exists to aid the parents in the training of their children. These distinctives highlight our identity:

1. **Bible-based**

The Bible is the foundation for everything that we teach and do. Every year, each class will be assigned memory verses and awards are given to those who retain those verses at the end of the year. We use the King James Bible exclusively.

2. **Family-oriented**

It is our conviction that parents are ultimately responsible for the training of their children. The school will never replace the home. Our model combines classroom instruction with home instruction and gives parents more time to invest in the training of their children.

3. **Character-focused**

FBA intends to impact the heart of each student. Character training is the top priority. Therefore, we desire and depend upon the Lord to do a work in the heart of each student that enrolls at FBA.

4. **Individually-designed**

Each student is an individual with a variety of talents, strengths, and interests. As these qualities are realized, students will be encouraged to use their gifts at home, at church, in school, and in the public arena. Our educational model gives each family more time to invest in the particular strengths and interests of their children.

## **I. Vision and Purpose of Fellowship Baptist Academy**

Fellowship Baptist Academy is an extension of the Christian home and the local church to train young people in a Christian environment.

## **II. Administration**

Fellowship Baptist Academy is one of the educational ministries of Fellowship Baptist Church, and therefore falls under the leadership of the Pastor. The Academy staff are members and employees of Fellowship Baptist Church.

While the Pastor is not involved in the daily operation of the Academy, he is ultimately responsible for the entire church's education, including the Academy. The Pastor shall have the authority to approve or disapprove any decision or recommendation of the school board of FBA on all matters relating to the ministry of education. The Pastor may hire administrators, principals, teachers/supervisors, and support staff to assist the Pastor in carrying out the ministry of education.

Only members of Fellowship Baptist Church shall serve as the school board of Fellowship Baptist Academy. The members of the board are selected by the Pastor of Fellowship Baptist Church. The school board is not a governing authority but an advisory committee. The board shall assist and advise the Pastor on matters relating to the ministry of education, including the Academy. The board also shall hear matters and disputes which may arise out of the ministry of education and shall advise the Pastor accordingly.

The Administrator of Fellowship Baptist Academy works closely and under the direction of the Pastor. He oversees the daily operation of the Academy. He also has the principal decision-making authority for the Academy.

Teachers at FBA are active members in a local, Bible-believing church. They have the responsibility to oversee the academic progress of students. They prescribe the students' academics and assist the students in their academic issues.

## **III. Admissions Policies**

Attendance at Fellowship Baptist Academy should be considered a privilege and not merely a right. The goal of the Academy is to train Christian youth in the principles of God's Word, stressing such vital areas as: leadership, self-discipline, responsibility, integrity, good citizenship, and consistency. FBA reserves the right to be selective in accepting students. FBA is not a correctional institution and is not equipped to take students with special needs.

Fellowship Baptist Academy admits students of any race, color, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the students at the Academy. It does not discriminate on the basis of race, color, and national and ethnic origin in administration of its educational policies, admissions policies, athletics, and other school-administered programs.

Since Fellowship Baptist Academy is an educational ministry of Fellowship Baptist Church, the children of the church members will be given priority over other applicants. Returning students will be the next in line of priority. FBA will not accept married or divorced students, or students who are over 21 years of age by the time of graduation.

The admissions committee of FBA consists of the Pastor and the Administrator who will review applications and determine which students are admitted to the school and which are rejected.

#### **IV. Withdrawal Policies**

Parents have the right to withdraw their student from FBA for any reason. Seven (7) days advance written notice is requested. Likewise, the Academy also has the right, for any reason, to ask the parents to withdraw the student, again with notice. All requests for tuition refunds must be made in writing. If a student withdraws from school during the school year, 90 percent of the remaining quarters' tuition will be refunded. For example, if the student withdraws in the middle of the second quarter, 90 percent of the tuition for the third and fourth quarters will be refunded. Other fees are not refundable. The date used for determining refunds will be the date that FBA receives the written request.

#### **V. Financial Policies**

The parent or guardian is responsible for all fees incurred by enrolling in FBA, whether in the form of the registration fee, tuition fee, or any other fees that may apply. These fees must be paid in full to receive requested services from FBA.

#### **VI. General Policies**

It is encouraged that all students attend every service of Fellowship Baptist Church, or another church that has been acknowledged by the administration as being churches of like faith.

Every effort should be made by each student to be in the Academy every day they are able to attend. A written excuse must be presented to the Academy after an absence. This excuse must include the date(s) of the absence, the specific reason for the absence, and the parent's signature. If a student accumulates eighteen (18) absences in one school year, they may be asked to withdraw from the Academy.

Because of the importance of the learning process, and to keep distractions to a minimum, contact with students during school hours must be done through the school staff. Students desiring to place emergency calls (to parents or guardians only) will be permitted to do so upon their request to the staff.

Students are not to come to school if they are running a fever or are too ill to maintain their daily schedule. Parents will be called to come and pick up a sick student if a student becomes ill while at school. If a student suffers a serious injury at school, the Academy

will call for immediate medical assistance and then attempt to notify the parents. For minor injuries, an attempt will be made to reach the parents first for their instructions.

Student drivers may not leave the Academy grounds during school hours without permission. Students must have written permission from their parents to go home with another student driver. If an emergency arises during the day in which the parent needs their child to go home with someone else, the parent should contact the school office to let staff know.

Fellowship Baptist Academy is a closed campus. Only parents and guardians are welcome to visit their students.

In the event of inclement weather such, parents will be notified of any school closing information via text message.

Weapons of any kind are not permitted on campus. Students may keep a cell phone in their bag to be used for emergency purposes if FBA staff is notified ahead of time. The school is not responsible for any damaged, lost, or stolen items.

For the safety of students, practice fire drills and practice tornado drills will be held during the school year.

#### *Emergency Evacuation of Building*

*In the event that Fellowship Baptist Academy must be evacuated, the students will be taken to the parking lot or the Madison County Volunteer Fire Department located at 1223 N Main Street, Madison, Virginia (540) 948-6660.*

FBA staff reserves the right to check a student's personal belongings in the event the Academy suspects the student possesses an unapproved item. A search may be conducted without the student's or the parents' permission. Registration of the student in the Academy constitutes parental consent to such search. This includes the following areas: automobiles on the school property, backpacks, purses, pockets, duffle bags, notebooks, binders, desks, etc.

Individuals may be checked using the following process: (male staff will check male students with a male witness, female staff will check female students with a female witness).

The Academy is not responsible for personal property left in the building or on the premises. The Academy office will have a lost and found area. Please check with the Academy office for any missing items. All clothing and personal items not claimed at the end of each semester will be discarded.

## **VII. Dress Code Policies**

Boys' hair must be neat and combed. Acceptable haircut judgments will be made at the staff's discretion. Hair is to be kept at the natural color. Hair should be kept out of the eyes. Facial hair is allowed on young men but must be groomed and neatly trimmed. Pants should not be torn. No necklaces, earrings, or other body piercings are allowed. Watches are acceptable.

Girls' hair should be feminine looking and neatly styled. Hair should be kept out of the eyes. Makeup should be limited and not extreme. Earrings are allowed. No other body piercings are allowed. Rings and bracelets are allowed. The required length for all skirts, dresses, and shorts is below the knee. This is the dress code for all school-related activities.

Boys are required to wear long pants with a collared shirt and girls must wear a skirt that reaches below the knee. Shoes must not be severely worn/tattered. No t-shirts (with the exception of FBA t-shirts) or flip-flops.

## **VIII. Disciplinary Policies**

Fellowship Baptist Academy is not meant to be a correctional institution. It is designed to work with the home, but not take the place of parents who have experienced difficulty in fulfilling their God-given roles.

Fellowship Baptist Academy expects full cooperation from both student and parent in the educational process. If at any time the Academy feels that this cooperation is lacking, the student may be asked to withdraw.

The school uses a three-step disciplinary model. Step one is a verbal warning to the student and notification sent home to the parent(s). Step two is an in-person meeting with the parent(s). Step three is expulsion.

Students who exhibit conduct not in alignment with the standards outlined in this Student Handbook may be placed on disciplinary probation. If the administration believes that the situation has not changed after the probationary period, the parents may be asked to withdraw the child from the Academy.

All disciplinary cases are subject to be brought before the school board, before a final decision is made regarding enrollment.

## **IX. Academic Policies**

FBA grading scale is as follows:

98-100: A+

92-93: B+

86-87: C+

74-79: D

96-97: A

90-91: B

83-85: C

73 or below: F

94-95: A-

88-89: B-

80-82: C-