



# Parent/Student Manual 2025-2026

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## Table of Contents

Welcome .....	2
History of Dublin Christian Academy.....	2
Statement of Faith – Our Beliefs .....	5
Educational Philosophy - Our Beliefs Applied to Education .....	7
Core Values – How Our Faith and Philosophy Shape Our Existence.....	7
Purpose – Why We Exist.....	7
Vision: What We Are Aiming For .....	7
Mission: What We Do .....	8
Admissions .....	8
Attendance .....	10
Academics.....	13
Entertainment, Music, and Technology.....	17
Drugs and Alcohol .....	18
Academy Life: General .....	19
Communication.....	25
Campus Health Office.....	27
School Facilities.....	27
Academy Life: Lower School (Grades K4–6) .....	31
Lower School Dress Policy .....	31
Academy Life: Upper School (Grades 7–12).....	38
Upper School Dress Policy .....	41
Disciplinary System .....	50
Lower School Disciplinary System .....	51
Upper School Disciplinary System.....	52
Appendix A—Plagiarism .....	54
Appendix B—Technology Guidelines.....	55
Appendix C— Position on Marriage and Human Sexuality .....	57
Appendix D—Sanctity of Life .....	59

## Welcome

Welcome to Dublin Christian Academy. You are joining a family of young people and faculty and staff who are excited about learning and growing in our understanding of God - His world, His Word, and His ways. We are dedicated to nurture your heart, train your mind, and grow your life to help you pursue God's will for your life.

Your spiritual, moral, social, and academic accomplishments this year depend mainly on the direction you decide to take. We at Dublin Christian Academy want the best for you and are dedicated to guiding you according to Biblical principles. The Lord expects your best; He will, as you trust Him, grant all that is needed to fulfill any responsibility you may have. By trusting Him, you will be accomplishing in your life that which is pleasing to Him, to your family, and to yourself.

**DCA School Verse:** Philippians 4:13 "I can do all things through Christ which strengtheneth me."

**DCA School Motto:** What we are to be we are now becoming.

**DCA School Mascot:** Stag

## History of Dublin Christian Academy

Dublin, New Hampshire, with its rugged Mount Monadnock, lush woodland, sparkling lakes, and picturesque estates has become a summer retreat for many New England blue-bloods.

The Currier and Ives atmosphere and quiet lifestyle far away from business and social pressures appealed to wealthy industrialist F. Nelson Blount and his family. Dublin seemed like the perfect escape from the social whirl of aristocratic Barrington, Rhode Island. The red and white buildings of Staghead Farm afforded a peaceful hideaway to shelter his children from the vain existence of so many of their elite friends. So, in 1954, the Blount family moved to New Hampshire to begin a new life in the country.

To outside observers, it seemed that Nelson Blount had everything a man could want. Everyone knew how he made his first million dollars before he was age thirty; the reputation of his farm as one of the largest maple syrup producers in southern New Hampshire; the legendary stories of his big-game hunting, deep-sea fishing, and flying adventures; and his favorite passion—steam locomotives. His collection of more than fifty steam engines was eventually displayed in his Vermont museum, Steamtown, U.S.A., and at Edaville Railroad in Carver, Massachusetts.

Yet, deep within his heart was a void that could not be filled by fame or fortune. The peace of mind he sought was not to be found in the world religions he studied, but the answer came in 1962. Through the persistent witness of a Christian businessman, Nelson Blount came to know the Lord Jesus Christ as his personal Savior. Immediate and dramatic changes took place in his life.

As a new Christian, he enthusiastically shared his testimony with family and friends, many of whom were saved as a result. Soon the Blounts and a small group of believers were burdened by the need for Christian education for their children, but Christian schools were scarce in the early '60s. Prayerfully, Nelson and Ruth Blount came to the decision to give their farm for the establishment of a Christian boarding school.

The next hurdle was the right leadership for the school. When Florida pastor Mel Moody received a call from Dr. Arthur Fish of Christian Schools, Inc., he admitted that starting a Christian school was the "farthest thing from my mind." But after two months of prayerful consideration, he agreed to move to New Hampshire as the director of the new school with his brother Leon Moody coming as principal.

The two Moody families left Panama City, Florida and arrived at Staghead Farm, sight unseen, in June of 1964. To prepare for the opening of a school in three months' time would be a monumental task under the best of circumstances. Although the property had been donated, the estate was still a working farm in every respect. The Blount family still occupied the main house, awaiting the completion of their new home on the hill. There was little housing available for the families, no classrooms, no faculty, staff, students, no dormitory furniture, no kitchen equipment, and no money to operate a school.

Doubt, discouragement, and determination characterized those early days, but there was a constant reassurance that what God had ordered He would supply. On September 8, 1964, with borrowed furnishings and a staff of ten, Dublin Christian Academy opened its doors to the first twenty-eight students, grades 9-12, from all six New England states.

The transformation had begun. The original nineteen-room farmhouse, built in 1798, now houses the kitchen and dining room, infirmary, staff and guest rooms, and offices in the cellar where Mr. Blount once ran his miniature trains. The horse stable was converted into a girls' dormitory; the pig pen into a snack shop, the hayloft into learning commons; and the cattle barn into classrooms, a science lab, and a 300-seat auditorium. The chauffeur's house, gardener's cottage, and guest house of the original estate are now faculty homes.

Nelson Blount never saw the complete fulfillment of his dream. Just three years after the opening of Dublin Christian Academy, he was killed in a tragic airplane crash while flying home from Steamtown.

DCA marked its 30th year in 1994. It was a great milestone for Christian education in New England. But for those who knew and loved Mr. Mel, 1994 is remembered for a very different reason. In April of that year, God unexpectedly called him home to be with Him. Leon assumed the role of President, and Kevin filled Leon's position as principal. Mrs. Mel carried on faithfully as a teacher, counselor, and mentor until 5 years later when she also went home to be with the Lord. In 2004, Leon and Barbara Moody officially "retired" after 40 years of faithful service to the Lord and Dublin Christian Academy.

After Mr. Leon's retirement, Kevin was named President & Principal with others coming alongside to help with the ministry. Leon and Barb's son Eric had joined DCA in 1994, and his

role grew over the years from dorm supervisor, coach, and athletic director to Dean of Students. In 2010, Kevin began experiencing unexplained health issues, he was diagnosed with cancer and kidney failure, and later underwent a kidney transplant. While Kevin underwent chemotherapy and regular dialysis, Eric assumed the role of Director of Operations. During this same time, DCA transitioned from primarily a boarding school to primarily a day school. The decline in Christian education and the economy played a big part in declining enrollment with the board holding a special meeting in 2013 to consider closing DCA.

With some restructuring, many prayers, and God's provision, DCA continued into its 50th year of operation and celebrated with more than 300 alumni for a DCA special gathering in 2014. In 2015, Eric was named the Head of School, Kevin assumed a new role of Director of Development overseeing fundraising and enrollment initiatives and Dean Setzler became the Academic Dean. Along with enrollment improving each year and more increased fundraising, DCA has been able to make improvements in the facilities, including a major foyer and bathroom/hallway renovation in the classroom building, classroom building security upgrades, the conversion of the library into a 21st century Learning Commons, and a science lab upgrade. DCA has also begun hosting ESL (English as a Second Language) camps as well as summer special interest camps (soccer, volleyball, fine arts, culinary, etc.). In 2019, DCA received its initial accreditation from AACCS, and has seen a steady growth in enrollment.

The summer of 2020 brought significant changes to DCA. Kevin Moody went to be with the Lord on June 12, 2020 after serving faithfully at DCA for 38 years and never retiring from his place of service. The Lord also brought together the current administration. Eric continues as the President of DCA, longtime teacher and alumnus Gregg Fletcher assumed the role of Principal, Bethany Paquin was named the Director of Institutional Advancement to replace Kevin, and Dave Mazza became the Director of Campus Services. Together, this team led DCA through one of the most challenging years to date facing the COVID-19 pandemic during the 20-21 school year.

DCA is an independent, nonprofit corporation. Its board of directors includes the school's current President Eric Moody, son of Leon, the oldest Mel Moody child, Cindy Jantz, Bill Blount, son of Nelson and Ruth Blount, and its Director of Advancement Bethany Paquin along with others who support Christian education.

Over the past 56 years, hundreds of students have completed their high school years at Dublin Christian Academy and gone on to serve the Lord in all avenues of life. In the continuing transformation of farm to school and young people to Christian leaders, Nelson and Ruth Blount will always have a part.

Approved by New Hampshire's Department of Education, the Academy is a member of the New Hampshire, New England, and American Associations of Christian Schools and accredited by the American Association of Christian Schools.

## Statement of Faith – Our Beliefs

### **Holy Scriptures**

We believe that the sixty-six books of the Old and New Testament are verbally inspired of God and inerrant in the original writings; that God has perfectly and completely preserved His Word; that the Scriptures are, and do not merely contain, the Word of God; that they afford the basis for our doctrine, practice, and habits both in public and private life; and that they are the supreme and final authority.

### **Godhead**

We believe in the One Living and Triune God Who is the perfect and infinite Spirit and the source and end of all things; that He is eternally existing in three persons - Father, Son, and Holy Spirit; and these three persons of the Godhead each possess equally the perfections of personality, self-existence, immutability, truth, love, holiness, omnipotence, omniscience, and omnipresence.

### **Creation**

We believe that the Genesis account of creation is to be accepted literally and not allegorically or figuratively; that man was created directly in God's own image and after His own likeness; that man's creation was not a matter of evolution or evolutionary change of species, or a development through interminable periods of time from lower to higher forms; and that all animal and plant life were made directly by God in six literal, twenty-four hour time periods.

### **Person of Satan**

We believe that Satan was once holy and enjoyed heavenly honors, but through pride and self-centered ambition to be as the Almighty, fell and drew after him a host of angels; that he is now the malignant prince of the power of the air and the unholy god of this world whose powers are limited by the permissive will of God.

### **Nature of Man**

We believe that man was created in the image and likeness of God; that in Adam's sin the race fell, inherited a sinful nature, and became alienated from God; and that man is totally depraved and utterly unable, of himself, to remedy his lost condition. We believe that God created human beings in his image in two embodied sexual kinds—male and female (Genesis 1:26-27). We believe that God designed men and women to unite in marriage, which is complementary, involving one of each sexual gender, exclusive, and permanent (Genesis 2:18, 24; Matthew 19:4-6; 1 Corinthians 7:39; Hebrews 13:4) Gender is a part of God's good creation and is bound to its roots as a biological reality. It is identifiable at birth and is to be evident in the course of everyday life in expressions of masculinity and femininity.

### **Church**

We believe that the Church universal, designated in the Scriptures as the body and espoused bride of Christ, is a spiritual organism made up of all born-again persons of this present age; and that the establishment and continuance of local churches is clearly taught and defined in the New Testament.

### **Salvation of Man**

We believe that the salvation of man is and always has been wholly of grace through faith and made possible through the shed blood of Jesus Christ, the only atonement for sins; that the death of the Lord Jesus Christ for man was a voluntary substitution of Himself in the sinner's place, the just dying for the unjust, the Lord bearing man's sins in His own body on the tree that man might be pardoned and receive the gift of eternal life; and that no man is justified before God by any works of righteousness which he has done but solely through faith in the Redeemer's shed blood; that all the redeemed, once saved, are kept by the power of God and are thus secure in Christ forever!

### **Spiritual Gifts**

We believe that God is sovereign in the bestowing of all His gifts; that the gifts of evangelists, pastors, and teachers are sufficient for the perfecting of the saints today; that speaking in tongues and the working of authenticating miracles gradually ceased as the New Testament Scriptures were completed and their authority established; that even though sickness together with every disorder and evil in human life are effects of the fall of man, divine forgiveness of sins is in His atonement; and that God does hear and answer the prayer of faith, in accord with His own will, for the sick and afflicted.

### **Human Sexuality**

We believe that God has commanded that no intimate sexual activity should be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex.

### **Last Things**

We believe that the souls of the redeemed at death are absent from the body and present with the Lord where, in conscious bliss, they await the first resurrection when the spirit, soul, and body are reunited to be glorified forever with the Lord; that the souls of unbelievers remain after death in conscious misery until the second judgment when body, soul, and spirit reunite; that they shall appear before the Great White Throne Judgment and shall be cast into the Lake of Fire, not to be annihilated, but to suffer everlasting conscious punishment; and that the return of Christ for His bride, the Church, will be Pre-tribulational and Pre-millennial.

### **Abortion**

We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder. We reject any teaching that abortions of pregnancies due to rape, incest, birth defects, gender selections, birth or population control, or mental well-being of the mother are acceptable.

## **Educational Philosophy - Our Beliefs Applied to Education**

Christian education is focused upon imparting truth. God is the source of all truth. He has revealed Himself to us through His creation, His Son, and His Word which is inerrant, authoritative, and sufficient (Psalm 8:2-4, Hebrews 1:1-3, 2 Timothy 3:16,17).

Christian education concerns itself with the whole person and produces growth academically, physically, spiritually, and socially (Luke 2:52, Romans 12).

Christian education fosters a spirit of service to God and others (1 Corinthians 12).

Christian education is the God-given responsibility of the parents and that the school serves as an extension of the parents in fulfilling this obligation. The home and church, being ordained of God and being charged with the responsibility of training and teaching, should work together with the Christian school in promoting the student's growth (Deut. 6:6, Matthew 28:20).

Christian education is delivered by teachers who are fully devoted to instructing the students in the glorious truths found in God's creation and His Word (Colossians 1:28, Proverbs 1:7).

Christian education includes staff fully devoted to demonstrating Christ-likeness through serving God and others in their day-to-day life.

Christian education encourages each individual to develop their unique God-given abilities for the glory of God.

Christian education inspires students to love God, love others, and live their life to advance the gospel.

## **Core Values – How Our Faith and Philosophy Shape Our Existence**

- Absolute allegiance to the authority of Scripture
- Absolutely consumed with Christ and reflecting Him into the lives of others
- Absolute consecration of resources to discipleship ministry
- Absolute devotion to walk by faith and not by sight

## **Purpose – Why We Exist**

DCA exists to teach disciples of Christ who love God, love others, and live their life to advance the gospel.

## **Vision: What We Are Aiming For**

We are committed to using every resource and opportunity God gives us to cultivate and educate disciples of Christ who love God, love others, and live their lives to advance the gospel. We desire to foster a deep, abiding love for God within the hearts of our students by amplifying His attributes, His truth, and His character through His Word in every class, event, meeting, and

program at DCA. We desire that students would see a love for God exemplified in the lives of the faculty, staff, and other students.

A natural result of this foundational pursuit is a desire to help our students to love others wholeheartedly. We purpose to inspire our students to extend the love they receive from God to their fellow human beings. We aspire to be a community marked by a genuine love for others that is evident in every aspect of DCA life.

Our commitment to advancing the gospel is unwavering. We believe that the message of the gospel is the only hope for a lost and dying world. Through our education, we purpose to equip students to actively contribute to the advance of the gospel by utilizing their God-given talents and resources wherever God may lead them.

## **Mission: What We Do**

Our mission is to:

- Nurture Hearts through loving interaction that emulates Christ
- Train Minds to develop a worldview characterized by submission to the Bible and its application to daily life
- Grow Lives to develop Christ-like character in all areas of life

## **Child Abuse Policy**

### **Reporting Child Abuse, Abandonment or Neglect**

All employees and agents have an affirmative duty to report all actual or suspected cases of child abuse, abandonment, or neglect.

## **Admissions**

### **Nondiscrimination Policy**

Students of any race, color, age, sex, national origin, or protected disability are admitted to all the rights, privileges, and activities generally accorded or made available to students at Dublin Christian Academy. DCA does not discriminate on the basis of race, color, age, sex, national origin, or protected disability in its administration of its educational policies, admissions policies, athletic programs, and other school-administered programs.

### **Tuition**

An updated tuition and fee schedule is available at the Business Office.

### **Payment**

Payment plans are available through FACTS Tuition Management with a payment plan fee of \$55.00. Students accepted on academic or behavioral probation are not eligible for payment plans. All accounts must be paid on time. Please contact the Business Office to set up a payment plan ([businessoffice@dublinchristian.org](mailto:businessoffice@dublinchristian.org)). You may review your account online at [www.factsmgt.com](http://www.factsmgt.com).

**Financial Policies**

Tuition and room & board (where applicable) are due and payable in full for the entire school year by July 15 or upon acceptance, unless a payment plan is set up through FACTS. A student who leaves during the school year for any reason whatsoever (either voluntary withdrawal or dismissal) is responsible for the entire year's tuition and room and board.

Individual lunch options are available (\$6.50/meal) as students notify their first hour teacher. All Lower School and first hour teachers will submit the lunch order daily, and student accounts will be billed at the end of each month. Meals may be purchased with their student issued ID only. Cash and other forms of payment will not be accepted.

Additional fees for fine arts trips, sports, graduation, etc. can be found on the financial sheet which is available at the Business Office.

A parent's account, including all fees, fines, or special charges, must be paid in full (or satisfactory financial arrangements made with the Board of Directors) before a graduating senior will be permitted to participate in graduation exercises or before the student's diploma will be released.

Please note there is a \$50 bounced check fee.

**Transcripts**

Transcripts can be requested/sent upon completion of the transcript request form and a payment of \$15 per transcript sent via Certified Mail. The transcript request form can be found on Sycamore and the DCA website under Academics. Graduating seniors may request the first three transcript requests free of charge.

**Financial Aid**

Tuition assistance is available both through state-sponsored scholarship programs and from our annual fund. Various options are described at [dublinchristian.org/financial-aid](http://dublinchristian.org/financial-aid). Please contact admissions for application assistance.

**Multi-Child Discounts**

For families in which two or more students are enrolled full time at DCA (K5–grade 12) who are ineligible for state-sponsored scholarships, tuition is discounted 25% for the second student, third student, and subsequent siblings.

## Attendance

### **DCA Attendance Policy**

DCA believes consistent attendance is integral to student academic success, so students are expected to arrive on time and remain at school throughout the day. DCA abides by New Hampshire state laws on attendance (NH State RSA 193:1).

### **Excused Absences**

Excused absences may include but are not limited to illness, funeral/death in the family, college visits, or medical reasons (surgery, extended illness, appointments). Permission for excused absences must go through the principal.

In the event of an unplanned absence (such as illness), parents should contact the school to report the absence along with a reason for the absence via phone (603-563-8505), email (attendance@dublinchristian.org), or written note. If these guidelines are not followed, the absence will be considered unexcused.

### **Procedure**

*All students/parents must obtain pre-approval from the principal for planned absences.*  
The following procedures must be followed for planned, excused absences.

- Upper school
  1. Request a form from the Learning Commons desk.
  2. Obtain a signature from the principal.
  3. Obtain signatures from all teachers for classes missed.
  4. Submit the form to the Learning Commons desk.
- Lower school
  1. Obtain written approval from the principal.
  2. Provide advance notification to the teacher.

### **Illness**

Students need to stay home if they have any of the following symptoms: fever over 100 degrees, vomiting, frequent diarrhea, frequent cough, widespread rash, earache, or severe headache. *Symptoms should not have been present for at least 24 hours before the student returns to school.*

### **Family Vacations/Educational Trips**

Because classroom instructional time is so important to student progress and success, DCA asks parents to schedule family vacations and trips during school vacations. If students need to take time away from school for vacations, no more than 5 consecutive school days may be approved without an in-person meeting between the parent(s) and principal. Parents are asked to communicate with the school at least two weeks before the trip. This advance planning will

allow the child's teacher enough time to work with parents and the student regarding homework completion. Students will be marked absent during any family trip. We discourage travel between spring break and graduation. Absences during this time will not be approved except for emergencies and essential family functions.

### **Unexcused Absences**

Students whose absences have been determined unexcused will be in violation of school policy and state law. Students may not receive credit for work missed in that class if they are determined to be unexcused from class. Unexcused absences include but are not limited to absences for which the school has not been notified by the parent, absences without reason, or others to be determined by the administration.

### **Attendance Accountability**

- **5 unexcused or 15 total absences:** The parent/guardian will receive a letter from the academic office.
- **10 unexcused or 20 total absences:** The parent/guardian & student are required to attend a meeting with a staff member.
- **15 unexcused or 25 total absences:** The parent/guardian & student are required to attend a meeting with the administration and the student may be retained and required to retake the class or grade level.

### **Tardies**

Tardiness to school is considered **excused** only when a student presents a note from a parent or legal guardian that states the unavoidable event causing the tardiness such as an early morning medical/dental appointment, a family emergency, or a car accident or breakdown. Avoidable tardies are considered **unexcused** even if accompanied by a note from a parent or legal guardian. If a parent or guardian has a special situation or a one of a kind event that results in a student's tardiness to school, please call the office.

**Important Note:** Every five unexcused tardies are considered an unexcused absence.

Our goal in establishing these procedures is to underscore the importance of arriving at "work" on time. We feel we would be remiss as an educational institution if we did not establish the kind of realistic standard for attendance that students will encounter in the world outside our walls.

### **Dismissals**

If a student is to be dismissed during the school day for any reason, a note, email, or a phone call from the parent or guardian of the student, with the reason for dismissal, must be given to the teacher (for Lower School students) or the Learning Commons Desk (for Upper School students). All students must sign out at the Learning Commons Desk at the approved release time.

If a student becomes ill during the day, he/she must report to the nurse's office to be assessed by the school nurse. Students cannot be dismissed without going through the nurse/academic office in order that symptoms can be documented.

**Makeup Work**

All work must be made up after a student's absence. It is the student's responsibility to procure assignments from each classroom teacher. The time period for makeup work is one more day than days absent once the student returns to school. (For example, if a student misses two days, the student will have three days to make up all work.) It should be noted that makeup work does not adequately replace the instructional time lost for school absence.

Students or their parents should contact the teacher(s) for student work if the absence extends beyond three days for illness.

## Academics

### Curriculum

Dublin Christian Academy operates a traditional educational program using teacher-centered instruction. Classes include Bible, English, History, Math, Reading (using phonics), Science, and other traditionally taught classes. The Upper School's strong college-preparatory program not only meets state requirements for graduation but also prepares students for competitive collegiate work.

All Upper School students may have only one study hall in their schedule. The academic office will provide options to students to give them a full schedule. Options may include Online Courses, electives, CLEP courses, and departmental internships, among others. Please reach out to the academic office for more details about the wonderful opportunities available.

We are also providing internship opportunities for students within several school departments. Those internships include an education internship coordinated with the Intro to Education class, an office internship working within the enrollment office, and one with the operations office and tech support.

### Official Grading Scale

97 - 100 = A+	70 - 72 = C-
93 - 96 = A	67 - 69 = D+
90 - 92 = A-	63 - 66 = D
87 - 89 = B+	60-62 = D-
83 - 86 = B	0 - 59 = F
80 - 82 = B-	I = Incomplete
77 - 79 = C+	P = Pass
73-76 = C	F = No credit given

### Graduation Requirements:

Students receiving a diploma must earn a passing grade each year in **20 credits** of high school courses plus one credit of Bible each year enrolled at DCA. The upper school day consists of eight 45-minute class periods. Classes meet for five days a week for two semesters, and partial credits are awarded for one semester classes. The school year is divided into four quarters and two semesters.

Minimum credits required to graduate include:

- Bible: 4 credits (Bible is to be taken every year a student is enrolled in DCA.)
- English: 4 credits
- Social Studies: 3 credits (must include U.S. History)
- Science: 3 credits
- Math: 3 credits
- Language: 2 credits
- Speech: 1 credit
- Life Skills: 1 credit (includes computer skills, nutrition, finance)
- Electives: (remaining credits)

Test results from either the ACT, SAT or CLT must be on file in a student's transcript.

To graduate from Dublin Christian Academy, a student must be a full-time student at DCA for his or her final two semesters.

Individual academic counseling takes place each year with all Upper School students concerning his or her course of study. Students will be encouraged to elect courses leading to academic success according to their ability and future plans.

### **Academic Integrity**

A key aspect of Christ-like character is integrity. In their academic lives, students exhibit integrity by being truthful about their own academic work and properly acknowledging sources of ideas and information.

### **Class Behavior**

Appropriate class behavior is a matter of self-control. Students should be attentive in class. Activities that do not pertain to class are inappropriate—talking, reading, studying other materials, accessing the internet, texting, writing letters, sleeping, or using a phone. Students may bring water in closed containers into the classroom building.

### **Homework**

DCA recognizes that we are partnering with families to educate their children and that after school family time should be considered important. At the same time, homework is vital for academic success and is assigned for various purposes, including practice, drill, remediation, enrichment, and special projects. This scaffolding of homework will prepare students for greater expectations as they progress through DCA and into college. In general, if a student has been attentive in class and concentrates while doing homework, the time required for homework should be reasonable.

Grades	Approximate Homework Time
K5	15 minutes
Grade 1-2	30 minutes
Grade 3-4	30 minutes

Grade 5-6	30-45 minutes
Grade 7-8	45-60 minutes
Grades 9-10	1 to 1½ hours
Grade 11-12	1½ to 2 hours

Teachers are also available Monday, Tuesday, and Thursday after school until 3:30 p.m. for additional help unless they are coaching or have duties for other school-related activities. If a student is unable to meet during this window, they should reach out to the teacher to make other arrangements.

Teachers will notify a student when one or two assignments are missing and notify both the student and the student's parents when more than two assignments are missing.

### **Multiple Assessments**

Students may not be given more than two major assessments on any one class day. Major assessments include:

- Papers
- Major Project
- Quiz (in excess of 20 minutes)
- Test

If a student has more than two major assessments scheduled on any one day, they should contact the teacher in question to request a change in date. The principal may be notified and may assist students or faculty in this process.

Homework will not be assigned on evenings of required school events or over school vacations.

### **Report Cards**

Report cards are posted each quarter (October, January, March, and May/June). Lower School grades include a final grade for each quarter as well as a final grade for the year. Upper School report cards include quarterly and semester grades along with a final grade for the year. Report cards are available on Sycamore several days after the end of each quarter ends.

### **Progress Reports**

Progress will be issued at the halfway point of each quarter. These are used as a gauge for parents and students to see how well a student is progressing. A student may be placed on academic probation based on their performance on a progress report.

### **Academic Probation**

To support the academic success of all of our students, we have designed interventions to keep our students progressing academically. The principal will meet with students who have a grade point average below 2.0 or have received two Ds or Fs in any of their core classes on a progress

report or report card. The principal will develop a probation plan that may involve any of the following:

- Afternoon study hall
- Restriction from extracurricular activities including sports, drama, debate
- Consultation with the principal and parents

ESL students may be exempted from any of these restrictions.

Students may be removed from academic probation once their grades have been brought above the thresholds described above.

### **Teacher Certification**

Full-time teachers must be certified by our accrediting agency, the American Association of Christian Schools. Prospective teachers with a non-education Bachelor's degree in a related field may obtain provisional certification and complete additional education coursework to obtain full certification.

## Entertainment, Music, and Technology

Dublin Christian Academy's mission is to help students develop Christlike virtue, and we therefore encourage students to make biblical decisions in the area of entertainment. DCA holds students responsible to select and participate in entertainment options—including music, movies, television, computer/video games, printed materials, the internet and social media—that honor Jesus Christ and edify both individual Christians and the Christian community. Students are to avoid entertainment that contains profanity, scatological realism, sexual perversion, erotic realism, lurid violence, occultism, and false philosophical or religious assumptions. DCA also encourages students to honor the Lord in how they spend their time and to carefully consider the desensitizing effects of consistent exposure to popular entertainment, even if the content itself is not objectionable.

### Music

Music is an opportunity to express love to God with all the heart, soul, mind, and strength. The mission of DCA is furthered when the institution and each member of the DCA family use biblically sound, God-glorifying music that promotes growth in Christlikeness. Therefore, DCA has chosen to adopt a conservative music philosophy for the classroom, chapel, and public performance. While enrolled at DCA, students are encouraged to develop spiritual and aesthetic discernment in their musical choices.

Although families and churches may differ on issues of Christian lifestyle, the Bible exhorts us to exercise great care to avoid causing another believer to stumble (1 Corinthians 8 and 9). DCA maintains an environment in which the music that is presented, discussed, and shared at school reflects our application of biblical principles.

### Movies

Movies can provide wholesome entertainment, helpful instruction, or profound insight into life and human behavior. However, much of what is and has been produced by the entertainment industry reflects views, lifestyles, and modes of communication that are in direct opposition to a Christ-centered life. These movies exert a worldly pull on Christians trying to develop Christlikeness that compounds with continued exposure over time. DCA desires an environment free from the conversation about and promotion of movies that contain objectionable elements that do not honor God and will not edify students.

### Computer/Video Games

Students are not to play video games or games that contain graphic blood or gore, sensual or demonic themes, violent first-person shooting, suggestive dress, or inappropriate language. Students are responsible for making sure their game choices meet campus standards and making wise decisions about the use of their time.

### Internet

DCA encourages the responsible use of technology in accordance with the biblical principles of good stewardship. Each user assumes personal responsibility for his or her appropriate use and agrees to comply with DCA's policies found in [Appendix B- Technology Guidelines](#). Sending, forwarding, or requesting an email, text, or video with objectionable verbal or visual

material is not edifying to others, and students sending/forwarding such items will be held accountable.

### **Social Media**

DCA expects students to use social media responsibly, to follow biblical principles, and to maintain content that promotes a consistent, positive Christian testimony, always in accordance with legal requirements including minimum age. Language should not violate scriptural commands regarding abusive, slanderous, complaining, profane, blasphemous, or tale-bearing speech; and content should be biblical and not promote a lifestyle contrary to principles taught in Scripture or at DCA. A student is responsible for all content both he or she and others post on social media or any other internet site.

For the sake of courtesy and safety, be sure to secure a person's permission before posting that person's photo or video online.

## **Drugs and Alcohol**

Students of any age who drink any alcoholic beverages, whether on or off-campus, forfeit their privilege of enrollment as students.

DCA's policy on alcohol use by students complies with the laws of New Hampshire, which prohibit the possession, consumption, and serving of alcoholic beverages by and to persons less than 21 years of age. Underage students who consume alcoholic beverages in violation of New Hampshire laws may face criminal penalties as well as disciplinary action.

DCA does not condone the possession, use, manufacture, or distribution of illegal substances or drug paraphernalia of any kind or in any amount. Students who engage in drug-related activity—including the use of prescription medication in a way not intended by the prescribing doctor—lose their privilege of enrollment.

Students who take drugs or otherwise participate in drug activity may face criminal penalties as well as disciplinary action. Because of DCA's position on drinking alcoholic beverages and using illegal substances, students who engage in either activity during a Christmas, spring, or winter break either on or off campus is considered a violation of the student code of conduct.

DCA students, and student athletes are prohibited from taking any performance improving substances or supplements not expressly prescribed by a medical provider.

## Academy Life: General

### Courtesy and Manners

A believer is to “esteem other[s] better than” him or herself and avoid conduct that hurts his or her testimony for the Lord (Philippians 2:3). There are several areas of courtesy and manners to remember within DCA’s setting.

Dublin Christian Academy is committed to being a community that demonstrates the love of Christ, one to another, in all circumstances. Christians are admonished to be “kind one to another, tenderhearted, forgiving one another, even as God for Christ’s sake hath forgiven you” (Ephesians 4:32). Students are expected to treat others with these Biblical principles in mind. Their interaction with others inside and outside the classroom is to be characterized by kindness and acceptance. Therefore bullying etc... is not acceptable.

It is difficult to receive correction graciously, but the Lord highly values our doing so. The best response to correction is a sincere apology or thank you.

Gum is not to be chewed in any class or study hall.

A young man should remove his hat during prayer, normal class hours, preaching, the Pledge of Allegiance, and the singing of the national anthem.

### Problem Solving

Even in the best of relationships, problems occur that create a temporary strain between the parties involved. God has given us His directions for dealing with these situations in Matthew 18:15–20.

If a question or problem arises that involves a teacher or the school, please implement the following ***problem-solving procedures***:

1. ***Pray about it.*** God has given us principles in His Word that can solve any problem. Ask Him to grant wisdom in dealing with the problem. Ask Him to give all involved a willing heart to yield to His will. Pray for patience and pray for a solution.
2. ***Please do not talk with others about the problem before you have talked to the person(s) involved.*** More often than not facts that are initially unknown will shed a different light on the situation (Proverbs 18:13). Telling others can initiate unfounded and hurtful gossip.
3. ***Make an appointment to meet with the other person.*** Most communication is best handled in person. Go with a servant’s spirit and a listening ear. An angry spirit does not solve problems but instead increases the problems. “A soft answer turneth away wrath: but grievous words stir up anger” (Proverbs 15:1).
4. ***Meet with the teacher or other person and present your perception of the problem.*** Do not attack the person; instead, focus on solving the problem. Listen carefully to the other person’s perception of the problem, and listen for new facts that may lead to the solution of the problem.
5. ***Allow God to work in and through the situation.*** Each party must focus on his or her individual responsibility in the matter and what he or she can do to correct the problem.

6. ***If the parties cannot reach a solution, contact the principal to work through the problem.***

### **Student Entrance Age & Placement Testing**

DCA has set a guideline for students entering school for the first time. A child may only enter Kindergarten if his/her chronological age will be five (5) before September 1st of the school year of entry.

Grade placement for incoming students will be determined based on prior school records and placement testing administered by DCA.

### **Arrival and Dismissal**

Please be aware of the 25 mph speed limit on the road through campus, and even slower during school hours. Use extra caution during drop off and pick up times.

Please drop-off & pick-up your child(ren) on the classroom building side of the road with your car facing the Classroom Building. Please pull forward as far as possible to provide more space for dropping off and picking up students. It can be dangerous if students are getting out of cars on both sides of the road while other vehicles are passing through.

At any time, if you need to park your car to come inside, please park in the parking lot in front of the Main Building or in the small parking lot in front of the playground in order to keep the drop-off area clear.

Thank you for your help in keeping everyone safe!

- Classrooms will open at 7:45 a.m.
- Preschool & Kindergarten are located on the lower level of the boys' dormitory. The Preschool and Kindergarten school day runs from 8 a.m. to 11:30 a.m.
- Lower School (1st- 6th) begins at 8 a.m. with dismissal at 3 p.m.
- Upper School begins at 7:55 a.m. with dismissal at 3:05 p.m.
- Grades 1st through 12th are located in the classroom building. Students should use the main entrance or the auditorium entrance when they arrive in the morning and should go directly to their classroom.

The Upper School class schedule is as follows:

Hour	Time
Classroom Building Opens	7:45 a.m.
1st Hour	7:55-8:45 a.m.
2nd Hour	8:50-9:35 a.m.
3rd Hour	9:40-10:25 a.m.
4th Hour	10:30-11:15 a.m.
5th Hour	11:20-12:05 a.m.
Lunch	12:05-12:35 p.m.
6th Hour	12:40-1:25 p.m.
7h Hour	1:30-2:15 p.m.
8th Hour	2:20-3:05 p.m.
Student Pick Up	3:05-3:15 p.m.
Extracurricular Activities	3:30-5:30 p.m.

Students not involved in extracurricular activities should be picked up by 3:15 p.m. Students not picked up by 3:15 p.m. should go to the Learning Commons to wait for their parents to arrive. On the days Common Grounds is open, students may be dismissed to Common Grounds with permission from a parent.

The classroom building is not accessible over the weekend for picking up books, instruments, or other personal belongings left at the school.

### **Church Attendance**

Dublin Christian Academy purposes to support and assist the Christian family. A strong, Christ-honoring home and faithful attendance to a Bible-preaching church are vital elements for Christian education. All students are encouraged to attend and serve in a local church ministry. A pastoral reference is required for admission.

**Awards**

We desire to honor those students who have excelled in various areas. Throughout the year, we recognize students for academic achievements, extracurriculars, and service to others. Year-end awards are given in areas including academics, citizenship, fine arts, and athletics; and they are presented at our Honors & Awards program.

**Chapel**

Students in Lower School (grades 1 through 6) assemble twice per month for chapel, and students in Upper School (grades 7 through 12) attend chapel (or school assembly) two times per week.

Students should bring a Bible to chapel. Upper School students sit in their assigned chapel seats unless they have secured permission from a faculty or Staff member to sit with a guest. All students who are American citizens are expected to participate in the salute to the flag in chapel. International students are to show respectful attention.

**Phones**

Having a phone at school should be considered a privilege that should not be taken lightly. Students misusing their phones may lose the privilege of being permitted to have their phones at school. Loss of privilege will include first offense-loss of device; picked up from the teacher; second offense-loss of device for the day to be picked up from Student Life Council by student, third offense-loss of device for the day to be picked up from Student Life Council by parent.

If a parent feels it is necessary to send a phone to school with a Lower School student, the phone should be given to the classroom teacher or left in the office until the student is leaving school for the day. Any student needing to make a phone call may do so at the Learning Commons Desk.

Upper School students may keep their phones with them during the school day. During chapel services, classes, or meals the phone should not be visible and the ringer should be off or set to silent (not to vibrate). Upper School students may use phones at school under certain circumstances with permission from a faculty or staff member.

**Headphones and Earbuds**

Students may use headphones or earbuds at school only under certain circumstances with permission from a faculty or staff member. Outside of these restrictions, headphones and earbuds should be kept in lockers.

**Computers**

Upper School students may use their school-issued Chromebooks in classrooms with the individual teacher's approval. Chromebooks may only be used for educational purposes. They may also use these devices in the Learning Commons and Common Grounds during study hall or after school.

### **Athletic Events**

Players and spectators ought to conduct themselves in a Christ-honoring manner. Booning, name-calling, negative cheering, or publicly questioning the officials' decisions is not appropriate.

Lower School students attending DCA sports games should be supervised by an adult or by a sibling who is at least 16 years old.

### **Open House**

Open House evenings may be scheduled in the fall and spring. Parents and friends are invited and encouraged to attend these special times. Students are asked to wear a school uniform unless otherwise stated by the teacher.

### **Big/Little Program**

The Big/Little Program is an opportunity to foster mentoring in the Lower School by encouraging and enabling our 7-12 grade students (Bigs) to invest in the Lower School students (Littles) at DCA.

### **Cheating**

Cheating in any form is not tolerated. Cheating includes:

- Copying from another student's test or assignment.
- Unauthorized provision of, or use of notes or other help on a test or assignment, such as requesting or accepting answers on a quiz or test from another student who has already taken it; discussing test information to any extent with other students; and transmitting quizzes, tests, or answers to quizzes or tests electronically to other students via cell phone, email, etc.
- Changing answers after a test or assignment has been completed.
- Plagiarism- See [Appendix A- Plagiarism](#) for how DCA defines and handles plagiarism.
- Consulting (by parents or students) of teacher editions or test banks for textbooks that are used in Dublin Christian Academy.

Penalties for cheating are typically academic but may also be disciplinary. Cheating on a final exam (Upper School) may result in a denial of re-enrollment.

### **Restricted Items**

Students are not to bring the following items to school:

- Gum
- Rollerblades, scooters, skateboards
- Items to sell or trade
- Poisonous pets, insects, reptiles, and plants
- Electronic and gaming devices, media players, and movies
- Fireworks, laser pointers, lighters, matches
- Any type of gun (including toy, paintball, and airsoft guns) or other weapons (including knives)

- Alcohol, drugs, or related paraphernalia

**Prospective Students**

We love having our current families invite prospective students to visit DCA! Day-long visits should be arranged in advance by contacting Admissions.

**Textbooks**

The fact that a volume is being used as a textbook in a class does not mean that DCA necessarily endorses its contents from the standpoint of morals, philosophy, theology, or scientific hypotheses. In order to standardize the work and validate the credits of DCA and because acceptable textbooks in certain academic fields are difficult to secure, it is sometimes necessary to use textbooks whose contents DCA cannot wholly endorse.

**Ordering Textbooks:**

Parents are responsible to purchase all textbooks, whether new or used, for their child(ren). All parents will be given a textbook list for classes, most published by Abeka or BJU Press and available from our vendor Lifelong Learning Resources and other retailers. Approximate costs are \$250 - \$500 per student depending on grade level and classes. For more information on textbook ordering, please contact the academic office.

## Communication

Communication is crucial to academic success. Parent portals for current grades and other information are accessible on *Sycamore School* (DCA's School Information System-<https://sycamore.school/family>).

A link to Sycamore is available on the homepage of the school website and in weekly e-mails. All parents and students in grades 7 through 12 are assigned DCA Sycamore accounts by the academic office. The academic office is not able to view parent and student passwords, but may reset passwords.

Sycamore shows student grades with report cards available in Sycamore after the end of each quarter. Parents and students also have access through Sycamore to view books available in the Learning Commons, and student medical information.

Upper School students receive access to Google's G Suite for Education using the assigned DCA email address. Each Upper School student is expected to check his/her school email account daily. Most Upper School classes use Google Classroom for posting assignments, quizzes, reminders, etc. Parents can opt in to get daily or weekly reports on their student's work on Google Classroom.

In addition to a one-page overview calendar, we maintain a Google Calendar that includes information about when school begins and concludes, vacation days, and other important school events. Our website and weekly e-mails include the link to our Google Calendar.

For more information see [Appendix B- Technology Guidelines](#).

### **School Website**

The website includes extensive information about DCA including academics, extracurriculars, faculty and staff, news, history, facilities, student life, and more.

### **Weekly Communication**

For grades K4 through 6, the classroom teacher sends home a weekly folder that includes the week's papers, teacher notes, and other pertinent information.

Students in grades 7–12 are accountable for announcements made in chapel, morning announcements, or via email.

An *In the Loop* email, which highlights important announcements, events, and news items, is sent to each family and Upper School student every week when school is in session. This is an important means of communication. We encourage parents and students to read this email each week for important upcoming information.

### **Parent-Teacher Conferences**

Since the school is an extension of the home, Dublin Christian Academy recognizes the importance of the home and school working together to obtain spiritual and academic growth for each child. Parents are encouraged to talk with their child's teacher about the student's progress or concerning any questions or problems that may arise. At each level (Upper School

& Lower School), an opportunity for parent-teacher meetings are scheduled after the first quarter; additional parent-teacher meetings are scheduled as needed.

Teachers are also available in their classrooms Monday, Tuesday, and Thursday from 3:00 - 3:30 p.m. Parents should feel free to make an appointment anytime during the school year to meet with their child's teacher(s). Advance arrangements for conferences with the teacher are appreciated.

### **Parent Connect**

Parents are a vital part of our DCA family. Parent Connect was created to allow another avenue of communication between parents and DCA faculty and staff. DCA depends on the help of parents throughout the year with projects and faculty/staff support. Our Parent Connect group organizes parent volunteers, holds prayer meetings, and assists with fundraisers throughout the school year. To learn more, please join our Facebook group for parents: [DCA Parent Connect](#).

### **Emergencies/Severe Weather**

Dublin Christian Academy maintains a complete emergency crisis plan. The plan specifically addresses fire, severe weather, earthquakes, utility failure, waste/chemical spills, bomb threats, active shooter, and other emergencies requiring evacuation or lockdown.

### **School closings**

In case of a school closing or delay as a result of severe weather (snow, ice, etc.) or other emergencies, we will notify parents via phone and text message using School Messenger (DCA's rapid alert messaging system).

## Campus Health Office

A campus health worker is on call to handle any unforeseen emergencies that may occur during the school day.

New Hampshire law requires a written order from a physician or nurse practitioner for all prescription medications. Please send in original containers with an accompanying order. Any prescription or over-the-counter medication that needs to be administered to your child during the school day should be sent to the campus health office in the morning in their original containers accompanied by a note with directions concerning time and amount.

Please DO NOT send a sick child to school. Students need to stay home if they have any of the following symptoms: fever over 100 degrees, vomiting, frequent diarrhea, frequent cough, widespread rash, earache, or severe headache.

**Symptoms should not have been present for at least 24 hours before the student returns to school.**

Students who are ill may be excused from classes and activities by the school nurse or, in her absence, the administrative assistant at the Learning Commons Desk.

## School Facilities

Students are encouraged to be good stewards of the facilities and equipment that God has entrusted to us, and care should be used in order to protect equipment from damage. Equipment failures and building repairs should be reported to the office. The cost of repair or replacement of damaged furnishings or DCA property will be charged to the one responsible for the damage.

Students should not enter facilities or rooms unless they are specifically authorized to enter. For safety and accountability, DCA reserves the right as a private education institution to:

- Inspect school lockers, backpacks, or any vehicle parked on campus.
- Restrict its classes, services, programs, and meetings from being recorded on personal communication devices.

### Classroom Building

We encourage students to be quiet in hallways and outside the classroom building when classes are in session. Students should not be involved with horseplay or running in the hallways.

Students may have water in a spill-proof container anywhere on campus. Any other food, beverages, and gum are not permitted in any classrooms and auditorium without the permission of the teacher. Food and drinks are permitted in the cafe section of the Learning Commons. Textbooks, book bags, jackets, etc., left in the hallways/locker area overnight will be taken to Lost and Found.

Classroom equipment, including whiteboards/chalkboards, bulletin boards, and teachers' desks, and materials are not to be used without permission.

The grand piano in the auditorium may be used with permission.

### **Dining Room/Lunch**

K4-K5 students who purchase lunch will have their lunch served to them in the K4 room (Aftercare). Students (Grades 1-12) eat lunch in the Dining Room.

The lunch menu can be viewed on Sycamore. Students (or parents who would like to sign their student(s) up for lunches) are able to sign up for individual lunch by informing their first hour teacher or calling the Learning Commons Desk. All lunches will be billed through FACTS at the end of each month.

Everyone is expected to practice proper etiquette in the Dining Room. Coats and hats should be removed upon entering the Dining Room and hung up on the hooks provided or placed neatly on the shelves provided.

Except for workers, no one else is to be in the Kitchen or Dining Room area before meals, between shifts, or after meals. Upper School students are welcome to eat outside at the picnic tables, weather permitting, and are expected to stay in the Dining Room area until 12:30 p.m.

### **Common Grounds**

Dublin Christian Academy's student coffee, snack shop and game room is located in the Main Building. Common Grounds hours and menu will be determined and communicated annually.

### **Lost and Found**

Please label all of your child's personal property. Lost and Found items are held in the Learning Commons.

### **Learning Commons** (Hours: Monday- Friday 8:00 a.m. - 4:00 p.m.)

The Learning Commons is a great resource for the school, teachers, and students for growth in learning. DCA desires that students have access to information that will help them grow and succeed in their education. We want to encourage students to use all aspects of the facility, but to also respect the resources and property that God has given.

- Each Lower School classroom has additional reading materials in the classroom which may be checked out according to the teacher's instructions.
- Teachers encourage students to utilize the resources in the Learning Commons for the completion of assignments and projects. Teachers occasionally hold classes in the Learning Commons.

### **Guidelines for Using Learning Commons:**

- Learning Commons is available for use by the Lower School students at the discretion of their Lower School teacher and/or under adult supervision.
- Before a book is taken out, it must be stamped by the Learning Commons supervisor. Removing books or other materials from the Learning Commons without checking them out is considered stealing.
- No student may have more than three books checked out at a time.
- Books are checked out for two weeks at a time.

- Learning Commons books should be returned only to the book return and not to the shelves.
- All reference books and reserve materials are limited to use within the Learning Commons.
- Limited, quiet talking is permitted to carry on necessary classwork.

### **Overdue Books and Fine**

A list is posted weekly in the classroom building. Returning or renewing a book as soon as possible stops your Learning Commons fine from increasing, even if you do not have the money to pay the fine immediately.

#### *Fine Increments:*

- Weeks 1 & 2: 10 cents per school day
- After 1 month: \$20 replacement fee billed to parents

### **Chromebooks**

DCA issues a Chromebook and charger to each upper school student for use in the classroom and at home for educational purposes. Chromebooks are provided to lower-school classrooms for use at the teacher's discretion. Teachers will determine how and when Chromebooks will be used in the classroom; students may use this tool for instruction, assignments, projects, research, and assessment throughout the day. These school-issued devices should be either left at school or brought to school each day. A parent or guardian must complete a Chromebook and Technology Participation form before the distribution of a Chromebook to the student. This form serves as your acknowledgment for the care of the device and your understanding of internet safety. Students are responsible for loss or damage.

### **Dormitories**

Day students are permitted to stay overnight in the dormitories and/or evening meals when necessary. We do ask for advance notice, but exceptions will be made for winter storms and other unplanned emergencies.

The cost for day students staying in the dorm is \$45 per night (breakfast, lunch, and supper are included).

- An additional fee of \$25 will be charged to the student's account if the dorm room is left unclean.
- An additional fee will also be charged for any damages to the room.

Day students staying in the dorm must read the Dorm Handbook and agree to follow policies & procedures.

Dorm students are allowed to visit the homes of other DCA families with parental consent.

- An email from the dorm student's parent must be sent to the dorm supervisor giving permission for the dorm student to visit the home of another DCA family prior to the

visit. (Parent, please indicate the dates of the visit & the name of the family the student is visiting.)

- An email from the DCA family must be sent to the dorm supervisor indicating the dorm student and the dates they are inviting the dorm student to visit prior to the visit.
- Dorm students should return by 8 p.m. on Sunday (If the student will be late, the student is responsible to communicate with the dorm supervisor.)

### **Fire Alarm**

When the fire alarm sounds, students should evacuate the building under the supervision of a faculty/staff member and walk quickly and quietly to the designated location according to the posted evacuation plan.

### **Lockdown**

If necessary, DCA's administration will institute a lockdown for the safety of the students. During a lockdown, students must remain in the designated locations and will not be released to parents until the lockdown is lifted.

### **Weather emergencies**

When a thunderstorm or other serious weather problem threatens the school campus, all outdoor activities cease. Everyone is to come indoors and wait 20 minutes from the last flash of lightning or other danger before returning to outdoor activities

## Academy Life: Lower School (Grades K4–6)

### **Recess**

Recess for grades 1 - 6 is for 30 minutes and directly follows lunch. Daily playground supervision is divided among the Lower School teachers. Recess usually occurs on the playground, basketball courts, and/or field. During inclement weather, recess is held in individual classrooms with each class being supervised by its own teacher.

During the winter months, Lower School students are required to bring snow clothes to wear during daily recess and weekly PE classes. Lower School teachers will communicate when it's cold enough for students to start bringing snow clothes and when it's warm enough to stop bringing them. Even if there is not a significant amount of snow, their snow clothes will keep them warm, protect them from the wind off the mountain, and prevent them from getting their school clothes wet or muddy. Recess can be moved to the tube run for tubing at the supervising teacher's discretion.

### **Field Trips**

Students participate in various curriculum-related field trips throughout the year. Classroom teachers work with parent volunteers to coordinate any chaperone needs and responsibilities. All chaperones must have a background check on file in the academic office. The teacher responsible for the field trip sends the chaperone's full name and email address to the director of campus services two weeks in advance of the field trip for a background check to be completed.

### **Parties and Birthday Celebrations**

Each Lower School classroom holds various parties throughout the year. Parents may also send treats in honor of a child's birthday (please notify the teacher prior to sending the treats).

## Lower School Dress Policy

### **Dress Code: General Guidelines**

Believing that our outward appearance is a reflection of our heart and mind, Dublin Christian Academy expects parents to exercise good taste and judgment in the dress of their children who are students at DCA. Through our clothing and our hairstyles, we either draw attention to ourselves, or we magnify the Lord. The following dress code applies to all school functions unless otherwise specified.

As a Christian organization we want our students to reflect a Christian testimony by dressing in a way that is consistent with Biblical principles. Although there is no single style or form of clothing which is Biblical, I Timothy 2:9 teaches the principle of modesty, and Matthew 6:25-33 stresses that clothing should not be the emphasis of one's life. As an educational institution, we want to promote an appearance that reflects high standards of academic performance and the importance of education. We do, however, recognize that different types of clothing are appropriate based on the occasion or activity. Therefore, the following guidelines outline the dress code for the many facets of life here at Dublin Christian Academy.

### **General Dress Policies for Lower School:**

1. All clothing is expected to be neat, clean, and wrinkle-free.
2. Clothing size should be appropriate for the size of the student.
3. **Pants** should fit properly
4. **Pants** should be hemmed appropriately and should not be frayed
5. All **shirts** must be tucked in.
6. **Coats, hats, zippered vests, fleeces** are **not** to be worn during class.
7. **DCA Stag Swag sweatshirts**, clean and in good condition, are permissible for school dress. Only school-designed sweatshirts approved for sale in the Stag Swag shop are permitted. Only the senior class may submit a class-specific design for approval.
8. Any clothing that promotes an anti-Christian philosophy is **not** permitted.

The administration of Dublin Christian Academy reserves the right to determine if dress or appearance is appropriate. Parents will be notified of inappropriate dress or appearance and will be given a description of the steps necessary to fix the problem.

### **Lower School Boys' Dress**

#### **Shirts\***

1. **Collared shirts** (Polo and Oxford styles) – any solid color; short or long sleeved
2. **Sweaters, cardigans, and vests** – any solid color; crew neck, V-neck, quarter-zip, quarter-button, or vest
3. All approved **Stag Swag sweatshirts** should be clean and in good condition. Only school-designed sweatshirts approved for sale in the Stag Swag shop are permitted. Stag Swag merchandise is available for purchase in Common Grounds or online at [www.dublinchristian.org/stagswag](http://www.dublinchristian.org/stagswag). Only the senior class may submit a class-specific design for approval.

#### **\*Special Notes:**

1. All **shirt buttons** must be fastened except for the top button.
2. All **shirts** must be neatly tucked in.
3. All approved **Stag Swag sweatshirts** should be clean and in good condition. Only school-designed sweatshirts approved for sale in the Stag Swag shop are permitted. Stag Swag merchandise is available for purchase in Common Grounds or online at [www.dublinchristian.org/stagswag](http://www.dublinchristian.org/stagswag). Only the senior class may submit a class-specific design for approval.
4. When **sweaters, cardigans, or vests** are worn, a polo, oxford, or turtleneck with a visible collar must be worn underneath.
5. **No** writing, designs, or large manufacturers' logos on shirts.

#### **Pants\***

**Solid color pants** (with belt loops) – khaki, gray, navy, or black

#### **\*Special Notes:**

4. Pants must have belt loops and be worn with a belt.

5. Pants may be pleated front, plain front, or corduroy.
6. Pants should not have elastic at the bottom of the leg.
7. Pants should fit neatly and appropriately

### ***Shoes\* and Socks***

1. Sneakers
2. Socks are to be worn.

### ***\*Special Notes:***

1. **No** crocs, flip flops, sandals, or light up shoes
2. During the winter, students may wear snow boots to and from school.
3. Socks and shoes must be worn at all times.

### ***Hair***

1. Hair must be neatly combed.
2. Hair must be trimmed (not hanging over the ears) evenly tapered and off the collar and ears.
3. Hair worn on the forehead should come **no** lower than one finger width above the eyebrows.
4. Shaved heads (less than 1/4 inch) and shelf cuts are **not** acceptable.
5. Hair may not look spiked.
6. Hair styles should be neat and appear natural in color.
7. The use of dye, streaks, bleach, or other hair coloration is not permissible at any time during the school year.

### ***Accessories***

1. Boys may not wear bracelets, earrings, or necklaces.
2. Wristbands, including those worn for health purposes or to convey a message consistent with DCA's mission, are permissible.
3. Temporary or permanent body markings are not permissible.

## **Lower School Girls' Dress**

### ***Shirts\****

1. **Collared shirts** (Polo, Oxford, or Peter Pan styles) – any solid color; short or long sleeved
2. **Sweaters, cardigans, and vests** – any solid color; crew neck, V-neck, quarter-zip, quarter-button, or vest
3. All approved **Stag Swag sweatshirts** should be clean and in good condition. Only school-designed sweatshirts approved for sale in the Stag Swag shop are permitted.

Stag Swag merchandise is available for purchase in Common Grounds or online at [www.dublinchristian.org/stagswag](http://www.dublinchristian.org/stagswag). Only the senior class may submit a class-specific design for approval.

**\*Special Notes:**

1. All **shirt buttons** must be fastened except for the top button.
2. All **shirts** must be neatly tucked in.
3. When **sweaters, cardigans or vests** are worn, a polo, oxford, or turtleneck with a visible collar must be worn underneath.
4. **No** writing, designs, or large manufacturers' logos on shirts.
5. A **camisole or tank top** should be worn under lightweight or light-colored shirts.

**Skirts & Pants\***

1. **Solid color skirts or jumpers** – khaki, gray, navy, or black; no denim
2. **Plaid Skirt- LANDS' End Hunter/Classic Navy plaid** only
3. **Khaki, black, or navy dress pants** (no cargo pockets or jeans)

**\*Special Notes on Skirts and Pants:**

1. All Lower School outfits should come to the top of the knee when sitting or standing.
2. **Slits** in jumpers or skirts may not go above the knee.
3. A **slip** should be worn under lightweight or light-colored skirts or jumpers.
4. **Pants and skirts** that have belt loops should be worn with a belt.
5. **Pants** should fit neatly and appropriately.
6. **Leggings** may only be worn under skirts or jumpers that are knee-length or longer.
7. The only plaid pattern permitted is the LANDS' End Hunter/Classic Navy.

**Shoes\* and Socks**

1. Sneakers
2. Casual, low-heeled shoes (no higher than 2" heel)
3. Dress boots (no higher than 2" heel)
4. Sandals (no higher than 2" heel) (must have a back)
5. Socks, tights, or leggings should coordinate with the outfit.

**\*Special Notes on Shoes:**

1. **No** crocs, flip flops, slipper style shoes, or light-up shoes
2. During the winter, students may wear snow boots to and from school.
3. Shoes must be worn at all times.
4. Cleated shoes or skates are not to be worn in buildings.

**Hair**

1. Hairstyles should be neat, appear natural in color, and cut in a feminine style.

2. Masculine, extreme, or faddish hairstyles are **not permissible** for school.
3. Basic highlighting is allowed, but **no** extreme or unnatural hair coloring.

### ***Jewelry and Makeup***

1. Earrings may only be worn in the lower lobe with a maximum of two earrings per ear.
2. If worn, makeup, nail polish, or jewelry should be neat, modest, and appropriate so that it does not draw attention to itself. (Makeup must reflect a “natural” look.)
3. Temporary or permanent body markings are **not permissible** for school.

### **Lower School PE Dress:**

1. **Shirts:** Any DCA T-shirt
2. **Pants:** Navy or black loose-fitting athletic pants, Leggings and yoga-style pants are not permitted.
3. **Shorts:** Navy or black knee-length shorts (optional for warmer months)
4. **Footwear:** Sneakers
5. **DCA sweatshirts** are optional

**Note:** Stag Swag merchandise is available for purchase in Common Grounds or online at [www.dublinchristian.org/stagswag](http://www.dublinchristian.org/stagswag).

### **Lower School Snow Dress:**

1. Snowpants
2. Snow coat
3. Waterproof boots
4. Waterproof mittens or gloves
5. Hats, scarves, etc.

### **Lower School Casual Dress:**

We occasionally allow casual dress during the school day for special occasions. These days may be referred to as Stag Swag Days or Dress Down Days. The guidelines below apply, with variations for theme days or spirit days as described below.

#### **Casual Dress: Boys**

1. Shirts/ Sweatshirts: DCA Stag Swag
2. Pants:
  - Jeans: Must be neat, properly-fitting jeans, no rips or holes
  - Athletic Pants: hemmed wind pants, athletic pants
3. **Shoes:** athletic shoes
4. **Special Note:** Casual dress does **not** include shorts or sweatpants.

#### **Casual Dress: Girls**

1. **Pants:** Hemmed wind pants, athletic pants (**loose-fitting**).
  - Capris or cropped pants in a woven fabric (below the knee)
  - **Jeans:** must be neat, properly-fitting jeans, no rips or holes
  - Leggings, sweatpants, and yoga-style pants are not permitted
2. **Shirts/ Sweatshirts:** DCA Stag Swag
3. **Shoes:** athletic shoes (Casual attire does **not** include flip-flops)
4. **Special Note:** Casual dress does **not** include shorts or sweatpants.

#### **Variations:**

- Theme day: Casual dress guidelines but the official DCA theme shirt for the current school year must be worn. (DCA will provide a theme shirt at the beginning of the school year.)
- Spirit days: Casual dress plus any specified special dress (blue and gold colors, themed costumes, etc.).

**Lower School Concert Dress/Semi-Formal:**  
(Thanksgiving Program, Vespers, Elementary Program, Spring Concert)

**Concert Dress: Boys**

1. **Pants:** Khaki-colored
2. **Shirts:** White Oxford shirt with lightweight Navy blue sweater vest (any brand)
3. **Shoes:** Black or brown dress shoes
4. **Special Note:** The school will provide bowties. Dark socks and a belt should be worn.

**Concert Dress: Girls**

1. **Skirts:** Khaki-colored
2. **Shirts:** White Oxford shirt with lightweight Navy blue sweater vest (any brand)
3. **Shoes:** Black or brown dress shoes
4. **Special Note:** The school will provide scarves.

**Ordering Information:**

Note: Lower School clothing meeting these guidelines can be handmade or purchased at any clothing store. The options offering items that meet our requirements are listed below.

LANDS' END  
[www.landsend.com](http://www.landsend.com)  
School Preferred Number: 9001-1955-3

FRENCH TOAST  
[www.frenchtoast.com](http://www.frenchtoast.com)  
School Source Code: QS46MV

**To order online:** Go to <http://www.dublinchristian.org/student-life>. On the bottom, choose to go to the DCA uniform collection from LANDS' End or French Toast. These will be updated annually.

DCA families can sign up for Lands' End's email and make purchases when Lands' End offers discounts on uniforms.

**Stag Swag Shop**

Stag Swag merchandise is available for purchase in Common Grounds or online at [www.dublinchristian.org/stagswag](http://www.dublinchristian.org/stagswag).

**Used Uniform Items**

Threads of Hope in Jaffrey seasonally carries many gently used uniform items priced well below retail. Not all uniform items offered are within DCA guidelines as Threads serves the entire community. You may drop off your gently used uniform items at the Threads of Hope store. See the Threads of Hope Facebook page for weekly hours.

## Academy Life: Upper School (Grades 7–12)

### GRO Groups

Discipleship is a central focus of DCA, and one of the discipleship opportunities at DCA is our GRO Groups. Students in grades 7-12 meet in small groups with a staff or faculty member each week for 25 minutes to discuss various topics pertinent to growing in Christlikeness. GRO stands for and includes Guidance, Responsibilities, and Openness. Some of our GRO time is also spent by giving instruction/encouragement to the students about the “Big/Little” ministry. GRO leaders are encouraged to spend time outside of GRO Group with individual students in their GRO group.

- **Guidance:** We not only give students opportunities to discuss how they are doing spiritually but also GRO leaders have the opportunity to give encouragement and share what God is doing in their lives.
- **Responsibility:** We give students opportunities to discuss how they are handling their various responsibilities such as homework, classes, extra-curricular activities, and work in order for GRO leaders to be able to give biblical advice and help students make wise decisions.
- **Openness:** We give students the opportunity to give us feedback about various facets of DCA life.

### Attendance at Special Events

The following scheduled activities for the year are considered of prime importance and excused absences from these events are restricted to illness/accident or family emergency. Please refer to the school’s Google Calendar for specific dates ([www.dublinchristian.org](http://www.dublinchristian.org)). These events are required for all 7-12th grade students:

- **Semester Exams** (mid-January)
- **Winter Bible Conference** in February (Wednesday-Saturday)
- **Standardized Achievement Testing** (April)
- **Final Examinations and Commencement Week** (Monday-Saturday) Upper School students are required to attend Graduation.

Upper School students attend the entirety of the Winter Bible Conference, including all the services. Pre-approved absences are not available during this time. Please do not schedule dental, doctor, or other medical appointments during the Winter Bible Conference.

### Dating Couples and Mixed Groups

DCA desires that students develop Christ-honoring friendships and enjoy a rich social life that enhances their overall school experience, as well as their preparation for college and life. Girls and boys may be together after school until 4:00 p.m. in Common Grounds, the cafe section of the Learning Commons, or the basketball court.

We want students to have wholesome social opportunities in a setting that provides accountability for biblical requirements of purity. Male and female students should guard their

testimonies; they are not to be alone together in a classroom or in unsupervised areas on campus. Physical contact between male and female students is not allowed.

If, in the opinion of the administration, the relationship of any couple becomes detrimental in any way to themselves or to others, that couple will be subject to immediate action in order to remedy the situation.

### **Elected Offices/Positions of Honor/Athletics**

Students are eligible to run for office in a school organization or hold a position of leadership if they:

- Maintain acceptable grades — C average (GPA of 2.0) or above
- Maintain a positive Christian testimony
- Are not restricted by disciplinary guidelines
- Are not on probation

### **Lockers/Backpacks**

A locker is assigned to each student at the beginning of the year. Valuables should not be stored in your locker. The school is not responsible for stolen items. Students may use magnets to hang appropriate items inside their lockers, and students should not post anything on the exterior of locker doors. Students who use backpacks or gym bags need to store them in their lockers during the school day. Books, backpacks, etc., left in the hall, in the restrooms, etc. are taken to Lost and Found. Lockers and backpacks are subject to search.

### **Organization/Activities**

Students are encouraged to participate in extracurricular activities:

1. Athletics: Varsity and Junior Varsity (as needed) soccer, volleyball, and basketball
2. Fine Arts: choir, play, competition, ministry team
3. Student government: class and student body offices
4. Clubs: personal interest clubs such as ski school, debate, yearbook, etc.

### **Basketball/Ski School Conflicts**

Since skiing and basketball games are scheduled on the same evenings, students are unable to participate in the ski school program and be part of the basketball teams. We want families to be aware of this conflict before purchasing passes through Pat's Peak. Pat's Peak has a firm "no refund" policy which we, as a school, do not control.

### **Vehicles**

Students may drive to and from school only but should not use vehicles for cross-campus transportation. A student may drive his or her vehicle only, and no student is to lend his or her car to another student. Students should request permission before going to a car during the school day, and they should not loiter in or around their cars before or after school.

Student vehicles are to remain in the auditorium parking area until the student leaves the campus at the end of the school day. Students may not leave campus to run errands without permission both from their parents and the office. Any student vehicles that are left at the school due to school trips should also be parked in the auditorium parking area.

Students are not allowed in any other vehicle that is not their own unless they have written permission from parents.

## Upper School Dress Policy

### Dress Code: General Guidelines

Believing that our outward appearance is a reflection of our heart and mind, Dublin Christian Academy expects parents to exercise good taste and judgment in the dress of their children who are students at the Academy. Through our clothing and our hairstyles, we either draw attention to ourselves, or we magnify the Lord. The following dress code applies to all school functions unless otherwise specified.

As a Christian organization we want our students to reflect a Christian testimony by dressing in a way that is consistent with Biblical principles. Although there is no single style or form of clothing which is Biblical, I Timothy 2:9 teaches the principle of modesty, and Matthew 6:25-33 stresses that clothing should not be the emphasis of one's life. As an educational institution, we want to promote an appearance that reflects high standards of academic performance and the importance of education. We do, however, recognize that different types of clothing are appropriate based on the occasion or activity. Therefore, the following guidelines outline the dress code for the many facets of life here at Dublin Christian Academy.

Dublin Christian Academy has chosen Lands' End (LE) and French Toast (FT) as its dress code suppliers. School dress must be purchased through LE and FT except where otherwise noted.

### Upper School Boys' Dress

#### General Dress Guidelines:

1. All clothing is expected to be neat, clean, and wrinkle-free.
2. All clothing must be the appropriate size
3. **Pants** should fit properly and be hemmed appropriately
4. All **shirts** must be tucked in.
5. **Jackets, coats, hats, and zippered vests** are considered outdoor wear and are **not to be worn in the classrooms or auditorium** and should be stored in lockers.
6. DCA Stag Swag sweatshirts are permissible for school dress. All approved Stag Swag sweatshirts should be clean and in good condition. Only school-designed sweatshirts approved for sale in the Stag Swag shop are permitted. Stag Swag merchandise is available for purchase in Common Grounds or online at [www.dublinchristian.org/stagswag](http://www.dublinchristian.org/stagswag). Only the senior class may submit a class-specific design for approval.
7. **Shoes** should be worn at **all** times.
8. Cleated shoes or skates are **not** to be worn in buildings.
9. Any clothing that promotes an anti-Christian philosophy is **not** permitted.

The administration of Dublin Christian Academy reserves the right to determine if dress or appearance is appropriate. Parents will be notified of inappropriate dress or appearance and will be given a description of the steps necessary to fix the problem.

**School Dress:**

The following items are to be purchased from our uniform providers (LANDS' End and French Toast). We do not do label checks, but any clothing that is not identical in appearance to the items approved through Lands' End and French Toast will not be permitted.

1. **Polo Shirts\*** - any solid color; short or long sleeved
2. **Pants** (solid color with belt loops) - khaki, gray, navy, or black. Dockers brand is also permissible (solid color with belt loops) - khaki, gray, navy, or black

The following are guidelines for school dress should always reflect an appropriate, academic appearance.

**Other Uniform Items:**

The following items may be purchased at any store.

1. **Oxfords Shirts\***: white, blue, or French blue
2. **Blazers**: Solid-colored blazers in black, navy, brown, or tan.
3. **Sweaters, cardigans, vests\***: Solid-colored sweaters (no "heather" fabric or hooded)
4. **Shoes**: Shoes should be a solid, neutral color. Sneakers that are in good condition may be worn. No slippers, Crocs, or flip-flops.
5. **Socks**: Socks are required
6. **Belts**:
  - A solid-color black or brown belt must be worn with *all* pants.
  - *Belts* should not have grommets, studs, or other similar decorations.

**\*Special Notes:****Shirts:**

1. All **shirt buttons** must be fastened except the top button.
2. All **shirts** must be neatly tucked inside pants.
3. **Shirt collars** should be worn as they were intended. (Oxford collars should be buttoned down, and polo collars should be worn in the traditional flat style.)
4. When **sweaters, cardigans, or vests** are worn, a polo, oxford, or turtleneck with a visible collar must be worn underneath.
5. **Non DCA Sweatshirts, sweatshirt jackets, flannel shirts, and jean jackets** are not allowed for school dress.
6. Only school-designed sweatshirts approved for sale in the Stag Swag shop are permitted for school dress. Only the senior class may submit a class-specific design for approval.

**Hair:**

1. Hair should be conservatively cut, evenly tapered in the back, on the sides, and above the ears.
2. Hair must be off the collar and ears.
3. Hair may come no lower than one finger's width above eyebrows.

4. Hair is to be your natural color.
5. Shaved heads (less than 1/4 inch), shelf cuts, spiked hairstyles are not permitted
6. The use of dye, streaks, bleach, or other hair coloration is **not** permissible at any time during the school year.
7. Sideburns should be no lower than the lower opening of the ear and be neatly trimmed.
8. Boys must be clean-shaven. No facial hair is permitted.

**Accessories:**

1. Necklaces, earrings, bracelets, and ankle bracelets may not be worn at school or at any other school function. The only exception is medical tags.
2. Wristbands, including those worn for health purposes or to convey a message consistent with DCA's mission, are permissible.
3. Body piercing and tattoos are **not** permissible.

**PE/Athletic (Sports) Dress**

1. **Shirts:** Any DCA T-shirt
2. **Pants:** Navy or black loose-fitting, athletic pants and **no** yoga-style pants.
3. **Shorts:** DCA athletic shorts for PE and sports practices must be purchased from French Toast or Squad Locker with the DCA logo.
4. **School-issued uniform** for Stags sports teams.
5. **Footwear:** Athletic shoes
6. **DCA sweatshirts** are optional

Note: Stag Swag items are available for purchase in Common Grounds or online at [dublinchristian.org/stagswag](http://dublinchristian.org/stagswag).

**Casual Dress: Games, School Activities, Spirit Days:**

We occasionally allow casual dress during the school day for special occasions. These days may be referred to as Stag Swag Days or Dress Down Days. The guidelines below apply, with variations for theme days or spirit days as described below.

1. Pants:
  - Jeans: Must be neat, properly-fitting jeans, no rips or holes
  - Athletic pants: hemmed wind pants, loose-fitting athletic pants
2. Shirts/ Sweatshirts: DCA Stag Swag
3. Shoes: casual shoes

**Special Note:** Casual dress does not include shorts

### **Variations:**

- Theme day: Casual dress guidelines but the official DCA theme shirt for the current school year must be worn. (DCA will provide a theme shirt at the beginning of the school year.)
- Spirit days: Casual dress plus any specified special dress (blue and gold colors, themed costumes, etc.).

### **Concert Dress:** Vespers, Junior High & Sr. High Competition, Spring Concert

1. **Pants:** navy
2. **Shirts:** white Oxford
3. **Shoes:** black or brown dress shoes
4. **Special note:**
  - The school will provide ties.
  - Dark socks and a belt should be worn.

### **Semi-Formal Dress:** Awards Ceremony and Graduation

1. Sport coat/ Suit coat
2. Dress shirt (collared shirt) & tie\*
3. Dress pants & belt
4. Dress shoes & dress socks

### **Formal Dress: Christmas Banquet and Jr./Sr. Banquet**

1. Sport coat / Suit coat / Tuxedo
2. Dress shirt (collared shirt) & tie\*
3. Dress pants & Belt
4. Dress shoes & dress socks

### **\*Special Note:**

When wearing a tie for formal & semi-formal occasions, the top shirt button should be buttoned and the tie pulled up.

### **Senior Graduation Dress\*** (Graduation and Baccalaureate Sunday)

1. Dark dress pants
2. Dark dress shoes
3. Dark socks
4. Dark tie
5. White shirt
6. Graduation robes: The robes that are used for graduation are rented and they need to have some ironing done to make them presentable. Care should be taken not to use too hot an iron as they scorch fairly easily, but they **do** need to be ironed.

**Special Note:** This dress attire is also for Flag Bearers and Junior Marshal

**Dress Checks:**

In addition to specific dress checks for banquets or sports and ministry teams, unannounced school dress checks will be scheduled several times throughout the school year. We do not desire to embarrass or humiliate the student and will do everything possible to be discreet in handling an infraction.

## **Upper School Girls' Dress**

**General Dress Guidelines:**

1. All clothing is expected to be neat, clean, and wrinkle-free.
2. All clothing must be an appropriate size for the student.
  - Clothing should be modest. Clothing that is revealing either because of fabric, cut, or tightness is unacceptable.
  - Clothing should be loose enough to conceal undergarment lines
3. **Pants** should fit properly
4. **Pants** should be hemmed appropriately
5. All **shirts** must be tucked in.
  - Halter tops or strapless tops and dresses are not appropriate student attire for any occasion, even if worn with another shirt.
  - Necklines should be no lower than four fingers' width below the collarbone. No cleavage should be visible.
  - Tops may not be low cut and must be worn so as to prevent a bare midriff under all circumstances. Midriffs are to be covered at all times.
  - All tops must have sleeves.
  - A camisole should be worn under lightweight or light colored shirts.
6. **Skirts** and **dresses** should come to the top of the knee in the front and back when worn at the natural waistline when sitting and standing.
  - Slits in skirts and dresses may not go above the knee.
  - Slips should be worn under lightweight or light colored skirts or dresses.
7. **Shoes** should be worn at **all** times.
8. **Jackets, coats, hats, and zippered vests** are considered outdoor wear and are **not to be worn in the classrooms or auditorium** and should be stored in lockers.
9. DCA sweatshirts are permissible for school dress. All approved Stag Swag sweatshirts should be clean and in good condition. Only school-designed sweatshirts approved for sale in the Stag Swag online shop are permitted. Only the senior class may submit a class-specific design for approval.
10. Any **T-shirt** worn under a uniform shirt must be a plain white shirt/ tank top with no printing.
11. Any clothing that promotes an anti-Christian philosophy is **not** permitted.

The administration of Dublin Christian Academy reserves the right to determine if dress or appearance is appropriate. Parents will be notified of inappropriate dress or appearance and will be given a description of the steps necessary to fix the problem.

### **School Dress:**

The following items are to be purchased from our uniform providers. We do not do label checks, but any clothing that is not identical in appearance to the items approved through Lands' End and French Toast will not be permitted.

1. **Polo Shirts\*** - any solid color; short or long sleeved
2. **Pants** (solid color with belt loops) - khaki, gray, navy, or black
3. **Oxford Shirts\*** - white, blue, or French blue
4. **Skirts**

### **Other Uniform Items:**

The following items may be purchased at any store.

1. **Blazers:** Solid-colored blazers in black, navy, brown, and tan
2. **Sweaters, cardigans, vests\*:** Solid-colored (no "heather" fabric, open knit or hooded)
3. **Shoes:** Shoes should be a solid, neutral color. Sneakers that are in good condition may be worn. No slippers, crocs or flip-flops.
4. **Socks:** Socks, tights, or leggings must coordinate with the outfit.
5. **Belts:**
  - A solid-color black or brown belt must be worn with all skirts or pants having belt loops.
  - Belts should not have grommets, studs, or other similar decorations

### **\*Special Notes:**

#### **Shirts:**

1. All **shirt buttons** must be fastened except the top button.
2. All **shirts** must be neatly tucked in.
3. **Long sleeves** may not be layered underneath short sleeves for school dress.
4. When **sweaters, cardigans, or vests** are worn, a polo, oxford, or turtleneck with a visible collar must be worn underneath.
5. **Shirt collars** should be worn as they were intended. (Oxford collars should be buttoned down, and polo collars should be worn in the traditional flat style.)
6. **Non-DCA Sweatshirts, sweatshirt jackets, flannel shirts, and jean jackets** are not allowed for school dress.
7. Only school-designed sweatshirts approved for sale in the Stag Swag shop are permitted. Only the senior class may submit a class-specific design for approval.

**Hair:**

1. Hairstyles should be neat, appear natural in color, and cut in a feminine style.
2. Masculine, extreme, or faddish hairstyles are not permissible for school.
3. Basic highlighting is allowed, but no extreme or unnatural hair coloring.

**Jewelry and Makeup:**

1. Earrings may **only** be worn in the lower lobe with a maximum of two earrings per ear.
2. If worn, makeup, nail polish, or jewelry should be neat, modest, and appropriate so that it does not draw attention to itself. (Makeup must reflect a “natural” look.)
3. Other types of body piercing or temporary and permanent tattoos are not permissible for school.

**PE/Athletic (Sports) Dress**

1. **Shirts:** Any DCA T-shirt
2. **Pants:** Navy or black loose-fitting athletic pants and **no** yoga-style pants or leggings.
3. **Shorts:** DCA athletic shorts for PE and sports practices must be purchased from the DCA French Toast or Squad Locker store with the DCA logo.
4. **School-issued uniform** for Stags sports teams.
5. **Footwear:** Athletic shoes
6. **DCA sweatshirts** are optional

**Note:** Stag Swag items are available for purchase in Common Grounds or online at [dublinchristian.org/stagswag](http://dublinchristian.org/stagswag).

**Casual Dress**

We occasionally allow casual dress during the school day for special occasions. These days may be referred to as Stag Swag Days or Dress Down Days. The guidelines below apply, with variations for theme days or spirit days as described below.

**1. Pants:**

- Capris or cropped pants in a woven fabric (below the knee) are allowed.
- Jeans: must be neat, properly-fitting jeans, no rips or holes.
- Athletic pants: hemmed wind pants, athletic pants (loose fitting). Leggings, sweatpants, and yoga-style pants are not permitted

**2. Shirts/ Sweatshirts:** DCA Stag Swag**3. Shoes:** Athletic shoes (Casual dress does not include flip flops.)

**Special Note:** Casual dress does not include shorts or sweatpants.

**Variations:**

- Theme day: Casual dress guidelines but the official DCA theme shirt for the current school year must be worn. (DCA will provide a theme shirt at the beginning of the school year.)

- Spirit days: Casual dress plus any specified special dress (blue and gold colors, themed costumes, etc.).

**Concert Dress: Vespers, Junior High & Sr. High Competition, Spring Concert**

1. **Dress:** For 9-12th grade girls, the selected dress must be purchased using the concert dress link at [dublinchristian.org/student-life](http://dublinchristian.org/student-life). For 7-8th grade girls, navy uniform skirt and white Oxford shirt.
2. **Shoes:** black or brown dress shoes

**Special note:** The school will provide scarves

**Semi-Formal Dress:** Awards Ceremony and Academy Graduation

1. Dresses or skirts and tops, dressier than uniform clothing, in modest and conservative styles. For ladies, all styles must come to the knee (the hem is considered the fabric of solid fabric).
2. No denim, T-shirts, or other casual clothing.
3. Dress shoes (nicer than school shoes) are appropriate.

**Formal Dress:** Christmas Banquet and Jr./Sr. Banquet\*

1. Dressy skirt and top, or dress
2. Dressy shoes
3. Formal attire **does not** include denim (skirts, shirts or jackets).
4. **Special Note:** For Junior-Senior banquet in May, a formal dress is recommended.

**General Formal Dress Guidelines:**

1. Many styles of dress will need to be worn with a jacket, shrug, or attached shawl.
2. Necklines should be no lower than 4 fingers from the collar bone. The highest neckline of a solid fabric is considered to be the neckline of the dress.
3. Straps should be a minimum of 1" and opaque
4. The back of the dress should not be cut below the bottom of the shoulder blades.
5. The outer edge of the strap or sleeve must come to the outer edge of the collarbone (Halter styles are not permitted).
6. Dress length must be come to the knee. The shortest hem of a solid fabric is considered to be the length of the dress.
7. Dress shoes must be worn.
8. Alteration of formal garments is the responsibility of the girl and her family.
9. A dress check is required of all formal dresses.\*

**Note:** It is at the discretion of the faculty/staff member in charge of dress check to require alterations or additions such as wider straps, a shrug, jacket or shawl. Please have your dress checked in plenty of time to make changes, if necessary.

## **Senior Graduation Dress** (Graduation and Baccalaureate Sunday)

1. White or off-white dress/skirt & top
2. White or off white dress shoes or sandals'
3. Heels will be no more than 3 inches

### **Dress Checks:**

In addition to specific dress checks for banquets or sports and ministry teams, unannounced school dress checks will be scheduled several times throughout the school year. Infractions will be handled as discreetly as possible.

### **Ordering Information:**

Choose from these DCA options offering items that meet our requirements. We will not be checking labels, but any items that are not identical in appearance to approved items through Lands' End and French Toast will not be permitted.

LANDS' END  
[www.landsend.com](http://www.landsend.com)  
School Preferred Number: 9001-1955-3

FRENCH TOAST  
[www.frenchtoast.com](http://www.frenchtoast.com)  
School Source Code: QS46MV

**To order online:** Go to [www.dublinchristian.org/student-life](http://www.dublinchristian.org/student-life). On the bottom, choose to go to the DCA uniform collection from LANDS' End or French Toast. This will direct you to the DCA store on each site. ONLY the items in the DCA store are approved uniform dress. These will be updated annually.

Lands' End has an excellent replacement policy, including typically replacing at no cost a uniform that is, for example, torn, stained, or faded.

DCA families can sign up for Lands' End's email and make purchases when Lands' End offers discounts on uniforms.

## **STAG SWAG SHOP**

Stag Swag merchandise is available for purchase in Common Grounds or online at [www.dublinchristian.org/stagswag](http://www.dublinchristian.org/stagswag).

### **Used Uniforms**

Threads of Hope in Jaffrey seasonally carries many gently used uniform items priced well below retail. Not all uniform items offered are within DCA guidelines as Threads serves the entire community. You may drop off your gently used uniform items at the Threads of Hope store. See the Threads of Hope Facebook page for weekly hours.

## Disciplinary System

DCA bases its system of accountability and correction on the functions of Scripture taught in 2 Timothy 3:16: teaching, reproof, correction, and training in righteousness. Part of our education program is holding students accountable in ways that lovingly instruct, warn, rebuke, restore, and help develop “complete” Christians fully equipped for every good work (2 Timothy 3:17).

The spirit in which accountability is practiced is important to us. It is our desire that humility, gentleness, patience, and love—first for God and then for others—permeate all aspects of discipleship, including rebuke and correction (Galatians 6:1; 1 Thessalonians 5:14).

Stating and enforcing these policies serve multiple purposes:

### **Protection**

Our school community provides guardrails that protect from harmful influences. Accountability and correction cannot vanquish our sinful flesh but can partially restrain its harmful manifestation. Consequences serve as one deterrent that supports the edifying environment centered on God’s Word.

### **Correction**

Discipleship requires accountability or priorities become mere intentions or even pretenses. This follow-through aims not only to correct behavior but to graciously challenge thinking. It also acknowledges the role of failure in progressive sanctification. Sin has inherent consequences (Galatians 6:7–8), but a faith-filled response to failure is a gateway to growth.

### **Restoration**

DCA’s system of accountability aims at peace with God and man. The fruit of the faith-filled reception of consequences is repentance and forgiveness, which results in reconciled relationships with God, other individuals, and the school community. Accountability at DCA is based on direct/indirect commands and principles from Scripture as well as maintaining order and considering others while functioning within a large school family. Although DCA’s policies may differ from personal family expectations and local church governance, we desire that our students willingly comply with school rules and encourage one another to do the same.

### **Dismissal**

Attendance at a private Christian school such as DCA is a privilege, not a right. A student may be subject to an administrative dismissal from DCA under the following circumstances:

- A student’s attitude or conduct that does not follow the biblical principles that guide DCA’s educational philosophy.
- A student’s behavior poses a threat to the safety and well-being of others.

Because an edifying atmosphere benefits the entire DCA family, there are some offenses that may result in immediate dismissal. These offenses include, but are not limited to:

- Major moral failure including immorality, hard-core pornography, sensual behavior, possession or use of alcohol or drugs
- Stealing or shoplifting
- Possession of a weapon (as defined by NH RSA 62.625:11)
- Commitment of a crime during enrollment or knowingly failing to disclose a crime committed before enrollment
- Encouraging, aiding, or abetting another student in an action that results in expulsion

A dismissed student may not return to DCA for at least one semester. A student dismissed twice may not re-enroll in Dublin Christian Academy.

**Note:** Parents are responsible for notifying the academy administration of any incidence of the arrest of their child. A student who has been arrested must agree to an interview with DCA's administration and may be subject to expulsion.

### Legal Violations

DCA administration reserves the right, and in some cases has a mandatory responsibility, to alert law enforcement officials of legal violations occurring on or off-campus.

## Lower School Disciplinary System

The **tally system** is a tool for the Lower School teacher, student, and parent to see the problem behavior areas. It also encourages the student to develop self-discipline and self-control as well as personal responsibility in the areas of behavior and academics. It consistently discourages inappropriate behavior while encouraging acceptable behavior. No system of discipline is perfect, for all are designs of sinful men. However, Biblical principles are the foundation of the tally system and hopefully encourage more Christ-like behavior in the students. The administration is always willing to listen to parents when dealing with matters about student behavior. The key to a successful discipline system is parent/teacher/administration cooperation and communication.

The tally is a marker given to the student for behavior during the school day. Each class has a tally chart based on "HOW I ACT" like the one listed below, which explains the violations.

Hallway Violation	Attitude
Out of Order	Careless
Work Not In	Talking
Intentional Disobedience	

The following are guidelines used to govern the function of the tally system:

- Each tally earned in a day requires the student to walk/run "laps" near the playground before beginning recess time. Talking is not permitted between students while walking tallies off.

- Tallies are removed after the walking has been done at recess time. If a student is not able to finish at recess, the tallies are carried over until the next day, at which time the walking is to be completed. Teachers will endeavor to keep excessive numbers of tallies from accumulating.
- Accumulation of tallies results in the following actions on behalf of the school:
  - Receiving 3 or more tallies in one given day – the student meets with the teacher for a detention period after school from 3:00 – 3:30 p.m. A notice will be sent home to parents.
  - If a student does not accumulate 3 or more tallies in any given day but receives a weekly accumulation of 6 or more, the same policies mentioned above will apply for the offense.
  - When a student receives a total of 15 tallies per quarter, he/she will meet with the parents and teacher to correct behavior.
  - When a student reaches a total of 25 tallies per quarter, not only is a parent/principal conference required, but the student will also be removed from extracurricular activities, i.e., JV sports, ski school, field trips, etc.
  - A dismissal will be considered of any student having two consecutive quarters of excessive tallies.

The administration reserves the right to work with the student’s parents to find and use alternate means of action and correction if such measures are deemed necessary. All such cases are determined on an individual basis by the administration.

## **Upper School Disciplinary System**

While maintaining consistency, DCA takes a personal approach and works with each student based on that student’s heart response to correction. DCA utilizes the Student Life Council (SLC) as a means to handle any student discipline issues. The SLC

consists of several faculty and staff members that meet on a regular weekly basis.

### **Mutual Responsibility:**

It is the responsibility of all students to abide by the rules and policies set forth in the handbook and any further policies that may be handed down by the administration during the school year. As a student at DCA, you are expected to help create a positive atmosphere on campus by your example of cooperation. It is the responsibility of parents to support DCA rules and policies.

### **Disciplinary Procedures:**

Each faculty and staff member is encouraged to speak to each student about any observed negative behavior and will notify the SLC of the behavior.

A disciplinary record of each student is maintained for three reasons:

1. As part of the student’s permanent record.
2. To assist those counseling with the student.

3. To assist in reporting to parents.

### **Demerit Accumulation Procedures**

Accumulation of demerits results in the following actions:

- 15 demerits - An email will be sent notifying the student and parents.
- 30 demerits - The student is required to meet with a member of the SLC and will report to the SLC for a work assignment. A letter is sent to the parents.
- 50 demerits - The student is required to meet with the entire SLC and will report to the SLC for a work assignment. A letter is sent to the parents.
- 75 demerits - A meeting with the parents of the student and consideration for the student to be placed on *disciplinary probation*\*
- 100 demerits - A meeting with the parents and consideration of dismissal from school.

Accumulation of demerits may impact a student's privilege to attend school activities and participate on sports teams according to the discretion of the SLC and Administration.

**\*Disciplinary probation** is an arrangement worked out by SLC to address the specific issues of the student. It often involves meeting with an SLC member regularly. The frequency of meetings depends on the situation and will be decided by the SLC.

### **Appealing Demerit Offenses**

A student may appeal assigned demerits to a SLC member. The council hears the student's appeal and makes a decision regarding the offense and appropriate consequence.

### **Disciplinary action will be taken for the following:**

- Fighting or bullying
- Profanity or unwholesome conversation
- Stealing
- Lying or cheating
- Physical contact with the opposite sex
- Blatant rebellion toward authority

### **The following are grounds for immediate dismissal:**

- Possession or use of tobacco/vaping
- Use of illegal drugs
- Misuse of prescription drugs, inhalants, etc.
- Consumption or possession of alcoholic beverages
- Sexual immorality

## Appendix A—Plagiarism

DCA defines plagiarism in the following two ways:

1. **Intentional plagiarism** is defined, but not limited to:
  - Obvious copying of parts of or whole documents from another source without proper citation
  - Submitting someone else's work as the students' own (This could include online sources, scholarly works, or another student's work.)
  - Deliberately creating false documentation of sources
2. **Technical plagiarism** is defined, but not limited to:
  - Poor paraphrasing of another author's work
  - Improper or insufficient citation or documentation
  - Poor use of direct quotations within a student's work

### Plagiarism Procedures

- All teachers will explain and discuss the plagiarism policy and the consequences at the beginning of each class year. Teachers will also discuss both the academic and ethical reasons for not using others' work or ideas, including examples of contemporary non-academic plagiarism.
- Teachers will use, but are not limited to, [plagiarism.org](http://www.plagiarism.org) to help teach students about plagiarism. (<http://www.plagiarism.org/plagiarism-101/types-of-plagiarism/>)
- All writing assignments equaling a page or longer must include a rough draft as part of the writing process.
- Writing assignments should include more than just the opportunity to copy and paste information. They should require the students to use higher-order thinking skills- application, evaluation, synthesis, etc.
- There are no consequences/point deductions for errors/plagiarism made on rough drafts as students will have the opportunity to correct the errors before the final. However, consequences will be considered on all final drafts.
- Students should submit an electronic copy of the assignment to the teacher. This allows the teacher to utilize numerous online plagiarism detectors.

### Academic consequences

If a student is suspected of plagiarizing, the teacher will inform the principal & Student Life Council and provide documentation of plagiarism (online plagiarism detector, printed web pages, or other ways).

- Students receive a zero for any assignment involving *intentional plagiarism* and a deduction of points (determined by the teacher based on the severity of the incident and number of occurrences) for *technical plagiarism*.
- The principal or Student Life Council will inform the parent(s) or guardian(s) of the plagiarism.

### Disciplinary consequences

DCA considers *intentional plagiarism* to be cheating and a serious offense. In the event of *intentional plagiarism*, disciplinary consequences will be determined by the Student Life Council in addition to academic consequences.

## Appendix B—Technology Guidelines

The purpose of technology use and network access at *Dublin Christian Academy* is to aid students and faculty with research, communication, and other educational goals set by *DCA*. All technology use and network access should follow Scripture's mandates and *DCA's* expectations. *DCA's* highest concern is that students develop Christ-centered thinking in relation to Internet use and technology.

### DCA Campus Network and Email Accounts

Each Upper School student will be given access to campus Wi-Fi, Google's G Suite for Education, and Sycamore. Each student should memorize his credentials, and students should not share passwords or use another person's login.

### Computer/Network Policy

1. All DCA network users should be guided by the principle of love for God and others as the highest motive for the use of technology (Matt. 22:37–40). A student's conduct online and offline reflects on God, on him or herself, and on our school.
2. Communication with others should be edifying (Col. 4:6; Eph. 5:19–21). Students should endeavor to build up others through encouragement toward godliness, honesty, thanksgiving, and grace-filled speech.
3. Be a responsible steward of all DCA's technological equipment. Do not modify, repair, or otherwise, tamper with any DCA device.
4. Students should not violate copyright laws, license agreements, etc., on images, software, audio files, or documents.
5. Students should not place any software on the DCA network that could harm the network or attempt to "hack" into the network. Unauthorized access to the DCA network is strictly forbidden.
6. The DCA network should not be used for solicitation or for sharing any content without permission.
7. Students should not access, store, or disseminate any inappropriate material (Eph. 5:1–6). Inappropriate material includes but is not limited to any slanderous, divisive, sensual, worldly, hateful, sacrilegious, or obscene content in any form.
8. Students should not post photos, quotes, etc., of any DCA employee or student without the individual's permission.
9. Each student should always let his conduct on the DCA network be above reproach (Eph. 4:1–3).

### Personal protection

1. Because of the corrupt nature of humanity, Christians must be watchful for evil activity (1 Pet. 5:8) and not be naïve (Prov. 27:12) about the dangers in any area of technology. *DCA* assists students by providing accountability and protection on the *DCA* network.
2. A student should never share any personal information online with any individual or company with which he or she is unfamiliar. Personal information includes items such as photos, addresses, phone numbers, full name, Social Security number, account names, account numbers, or passwords.
3. A student should never share his or her *DCA* network username and password with anyone except his parents/guardians or *DCA* teachers (for use if the student forgets the password).

4. A student should immediately contact a teacher if he accidentally accesses a website or receives a message that he or she feels is inappropriate or makes him or her feel uncomfortable in any way.
5. DCA network has an active filtering system to protect students from much of the danger on the Internet. It also catalogs the sites visited and time spent at each location. Users shall have no expectation of privacy on the DCA network.
6. Students should not attempt to bypass or disrupt the filter in any way.

### **Consequences**

A student who willingly disregards the guidelines set forth in this policy will face disciplinary consequences which include, but are not limited to, a warning, restricted use of the electronic device, reimbursement of all or part of the purchase price of the school-owned equipment, and demerits.

Violations of copyright laws, license agreements, etc., on images, software, audio files, or documents can lead to federal prosecution.

## Appendix C— Position on Marriage and Human Sexuality

*The following is Dublin Christian Academy's position on sexuality and marriage:*

### Definition of Marriage

The institution of marriage has been valued by every culture and society throughout human history. *Dublin Christian Academy* believes marriage is an institution ordained by God and prescribed by Scripture to be a monogamous relationship between a man and a woman physically created in these respective genders by God. We believe God intended heterosexual marriage to be an enduring covenanted relationship established before Himself and man to propagate the human race, lovingly express healthy relational and sexual intimacy, and picture the covenant relationship He has with all genuine believers.

### Basis of Authority for the Definition

*DCA* strives to live according to the doctrinal, moral, and ethical dictates of the Bible, which serves as our final authority for all matters pertaining to doctrinal beliefs and moral and ethical practices. Our understanding of marriage and application of its meaning is grounded in more than established human tradition and existing cultural norms. As the authoritative, inspired, inerrant, and timelessly relevant Word of God, the Scriptures have binding authority for the doctrinal belief and moral practice of believers, churches, and Christian institutions (2 Sam. 7:28; Prov. 30:5; Matt. 4:4; 5:17–20; 24:35; 2 Tim. 3:15–16; 2 Pet. 1:16–21; 3:2). The Bible speaks clearly and authoritatively to the matters of marriage, consensual sexual activity, and gender identity. It's clear teachings on these matters govern and are central to the beliefs and practices of *DCA* and serve as the final authoritative grounds for the content of this position statement.

The Scriptures teach that God created man and woman in His image (Gen. 1:27– 28), brought them together in the lifelong covenant relationship of marriage and blessed this union (Gen. 1:28). Furthermore, the Scriptures make plain that this first marriage was intended to be an authoritative pattern for all future human marriages as evidenced by the teachings of Moses (Gen. 2:18–24), the Wisdom books (Prov. 12:4; 18:22; 31:10; Eccles. 9:9), the Prophets (Mal. 2:13–16), the Apostles (1 Cor. 7:1–16; Eph. 5:21–33; Col. 3:14–19; Heb. 13:4; 1 Pet. 3:1–7), and Jesus Himself (Matt. 19:4–6; Mark 10:1–9).

Marriage is a covenantal life-long relationship between a woman and a man who were physically created and assigned these genders by God (Gen. 1:27; Ps. 139:13–16; Matt. 19:4; Mark 10:6). We believe God intended heterosexual marriage for the propagation of the human race and the loving expression of healthy relational and sexual intimacy, and to picture the covenant relationship He has with all believers (Eph. 5:22–33).

### Context for Human Sexuality

Human sexuality is part of God's divine design for human beings (Gen. 1:28). However, the Bible restricts all forms of consensual sexual activity to within the boundaries of the marriage relationship (1 Cor. 7:1–5; Heb. 13:4). The Bible clearly prohibits not only non-consensual sexual misconduct (Deut. 22:25–27) but also any consensual sexual activity outside the boundaries of heterosexual marriage (1 Thess. 4:1–8). Furthermore the Bible specifically names as sinful and prohibits any form of sexual activity between persons of the same sex (Rom. 1:26–27; 1 Cor. 6:9–10; 1 Tim. 1:10), polygamy (Matt. 19:4–6; 1 Cor. 7:11), incest (Lev. 18:6–18; 1 Cor. 5:1), bestiality (Exod. 22:19; Lev. 18:23; 20:15–16; Deut. 27:21; Gal. 5:19; Eph. 5:3; Col. 3:5), adultery (Exod. 20:14; Mark 10:19; Luke 18:20; James 2:11), and

fornication of any sort including pornography (1 Cor. 6:9–10; 1 Thess. 4:3–8; Lev. 18:20).

### **Statement About Gender Identity**

God created man and woman in His image as two distinct but equal genders which He intends to use for His glory (Gen. 1:26–27). Furthermore, individual gender is assigned by God and determined at conception (Ps. 139:13–16). Therefore we believe that to intentionally alter or change one’s physical gender or to live as a gender other than the one assigned at conception is to reject God’s right as Creator to assign gender to His creatures and is a personal rejection of His plan to glorify Himself through the original gender He assigned that individual (1 Cor. 10:31).

### **Expectations of DCA Employees and Students**

Because the positions set forth in this statement are grounded in the biblical, moral, and ethical commands clearly taught and demanded by Scripture, *DCA* expects all employees and students enrolled at *DCA* to agree with and abide by this statement on marriage, human sexuality, and gender identity.

### **Posture Toward Those Who Disagree with Us**

All of us are sinners. We live in a world broken by sin and are called to live out our biblical beliefs among those who may disagree with us. We desire to do so in ways that honor God and point them to Him (1 Pet. 1:11–12). We believe every person must be treated with respect and compassion and are committed to living out our commitments to these biblical standards with grace and humility. We also believe that we are called to speak God’s truth in love (Eph. 4:15) as we call all men to recognize that all human sinfulness is an offense to God (Rom. 3:10–11; Rom. 6:23a), that God has displayed immense grace and mercy toward all sinners (Eph. 2:1–10), and that He offers a full and free forgiveness through Jesus Christ to all who repent and forsake their sin and turn in faith to Him (Acts 3:19–21; Rom. 6:23; 10:9–10; 1 Cor. 6:9–11; 1 John 1:8–9).

## Appendix D—Sanctity of Life

God values human life. After narrating God's creation of a world teeming with life, the Bible's first chapter climaxes with God's first recorded words. God proclaims His intention to create a final creature "in our image" and "after our likeness" (Gen. 1:26). The crowning act of creation follows. "So God created man in his own image, in the image of God created he him; male and female created he them" (Gen. 1:27). The chapter concludes with God's verdict on His creation. "And God saw everything that he had made, and behold, it was very good" (Gen. 1:31).

The theme of God valuing human life is found throughout the Bible. He values human life at its beginning. He values human life at its end. And God demonstrates that He values human life in the humanity of His Son.

### **God values human life at its beginning.**

God's first command to humans was to "be fruitful, and multiply" (Gen. 1:28). But the Bible does not view procreation as occurring independently of God's ongoing creative work. Psalm 139:13–16 asserts that God creates human life in the womb. "For you formed my inward parts; you knitted me together in my mother's womb. ... Your eyes saw my unformed substance; in your book were written ... the days that were formed for me."<sup>1</sup> David's use of personal pronouns implies his human-ness and personhood as a fetus. Psalm 139:15 metaphorically compares a mother's womb to the "depths of the earth" where, says David, "I was being made in secret, intricately woven." The metaphor points to the creation account where God breathed into the dust of the earth a "living soul" (Gen. 2:7).

The prophet Jeremiah speaks of God forming, knowing, and sanctifying him in his mother's womb. "Before I formed thee in the belly I knew thee; and before thou camest forth out of the womb I sanctified thee" (Jer. 1:5). The prophet also indicates that death in the womb is possible, implying that his fetus was a living person. "Because he slew me not from the womb; or that my mother might have been my grave" (Jer. 20:17).

The Mosaic Law treats the human fetus as a viable person with legal rights. If a man strikes a pregnant woman causing premature delivery and the consequent death of the child, he must pay with his own life according to the law of *lex talionis* (Exod. 21:22–25). Likewise, the account of Samson's birth assumes the personhood of his fetus. The angel of the Lord twice instructed his mother to keep the Nazarite vow of abstinence from "wine nor strong drink" and "any unclean thing" lest she defiles the person in her womb to whom the vow actually applied (Judg. 13:3–5, 13–14). Numerous other texts assume the personhood of unborn children (Gen. 25:23–26; 38:27–30; Job 31:15–18; Ps. 22:9–10; Isa. 44:2).

Developments in modern biology consistently uphold the biblical model of the personhood of the unborn. A person's entire genome (full complement of chromosomes) exists in the zygote—the single cell formed by the union of the male sperm and female ovum. The zygote is a unique combination of genetic information from both the father and the mother. Further, the zygote contains the entire genetic information necessary to navigate the entire process of intrauterine development, growth, birth, puberty, and adult maturation. When human embryos are implanted into surrogate mothers' wombs, they receive no new genetic information from the surrogate mother. After conception, the only physical requirements necessary to sustain fetal life are the same requirements necessary to sustain adult life—nutrition, water, and oxygen.

## **God values human life at its end.**

The Bible depicts human life as inviolable, not only in its origins, but also in its termination. Death is a wretched and abnormal condition resulting from man's rebellion against his Creator. The Bible consistently views death as the worst possible suffering and the greatest curse upon the human condition. Death is inevitable, but not desirable.

The Bible teaches that God determines the limits of human life. The book of Job states, "[Man's] days are determined, the number of his months are with thee, thou hast appointed his bounds that he cannot pass" (Job 14:5). Solomon affirms that for each person, God determines "a time to be born, and a time to die" (Eccles. 3:2). Hebrews 9:27 speaks of God's appointing man's death and subsequent judgment. The Bible denies man the prerogative to terminate life apart from God's intent. Exodus 20:13 declares, "Thou shalt not kill."

Since the fall, humans have usurped God's sovereignty over the limits of human life. Humanity's eldest son became a murderer when Cain killed his brother, Abel. In a graphic metaphor Genesis 4:10 speaks of the blood-soaked earth—from which man was formed—crying out to God for justice in the premature termination of Abel's life. In only three specific cases does God permit humans to terminate the lives of other humans; in cases of capital punishment, in war, and in self-defense (Gen. 9:6; Deut. 7:1–2; Exod. 22:2–3).

Rather than facilitating the death of the elderly, the Bible instructs the younger to value their wisdom and discretion (Lev. 19:32; Prov. 16:31). This instruction applies especially to children respecting their parents. "Hearken unto thy father that begat thee, and despise not thy mother when she is old" (Prov. 23:22).

The Scripture does not recognize as legitimate several contemporary justifications for euthanasia, including the right to die with dignity, the relief of financial strains on the family, the relief of burdensomeness to society, or the relief of suffering. We may not understand why God permits indefinite suffering on the part of the dying or why He allows the elderly to become enduring burdens to their families, but we are certain that God permits trials for the sake of perfecting the Christian's faith (James 1:2–4). Job suffered severely, but he recognized that his suffering was appointed for him by God, and Job did not arbitrarily terminate his life (Job 23:10, 14).

## **God values human life in the humanity of His Son.**

The Old Testament begins with the creation of man in God's image. The New Testament begins with the birth of God in man's image. The virgin birth of Jesus Christ, His experience of human sorrow and suffering, His vicarious atonement and His sacrificial death on a cruel instrument of torture compellingly demonstrate that God values human life. But God's love for humanity is not merely temporal; it is eternal. In the resurrected body of Jesus Christ, God permanently assumed the human condition.

Christ's bodily resurrection emphatically reiterates God's original assessment of His creation. "And God saw everything that He had made, and behold, it was very good" (Gen. 1:31). The bodily resurrection of Jesus Christ is the first act in God's restoration of the whole creation to its original pre-fallen condition (Isa. 65:17; Rom. 8:22–23; Rev. 21:1–5). Creation fell in the first Adam; in the second Adam (Jesus), creation is restored (Rom. 5:12–17). Christ's death reversed the verdict of death that fell upon the human race subsequent to Adam's sin. Christ's resurrection offers resurrection life to all who believe (1 Cor. 15:3–4, 12–23).

The Bible is a book about life and death. God values all created life. God especially values human life. And God offers eternal life through the death and resurrection of Jesus Christ.

## **Biblical Applications**

We believe that followers of Jesus Christ who are governed by the Bible are ethically obligated to preserve, promote, and defend the sanctity of life.

We believe that when dealing with the areas of uncertainty and ethical dilemmas we should take the safest possible course to promote and protect life, including that of those yet unborn. Jesus teaches this principle of carefulness in the Sermon on the Mount when He instructs His followers not only to avoid killing but to cease from any activity or passion that increases one's proclivity toward murder (Matt. 5.21-22).

We believe that the Bible consistently depicts fetal life as both personal and human. As an Academy, we believe that our thinking about issues related to contraception, the harvesting of embryonic stem cells, and aborticides should be governed accordingly.

Therefore, we oppose the practice of abortion on the grounds that it involves the intentional, purposeful, and direct ending of a human life that began at conception. We oppose the causation of the death of an unborn human child even if there is a conflict between the survival of the mother and the survival of the unborn child.

In very rare cases when it is medically determined that continuing a pregnancy would jeopardize the physical life of the mother, we would support treatment to preserve the life of the mother short of abortion.

<sup>1</sup> Quoting the ESV for clarity. The KJV reads, "For thou hast possessed my reins: thou hast covered me in my mother's womb. ... My substance was not hid from thee, when I was made in secret, and curiously wrought in the lowest parts of the earth. Thine eyes did see my substance, yet being imperfect; and in thy book all my members were written, which in continuance were fashioned, when as yet there was none of them" (Ps. 139:13-16).