

2026-2027



Elementary Parent Handbook

Fellowship Christian Academy

Hutto Campus • 6655 Hwy 79 • Hutto, TX 78634

School Hours: 8:00 a.m.-3:15 p.m. • Drop-Off Begins: 7:45 a.m.

Welcome to Fellowship Christian Academy Elementary

FCA Elementary Families,

Welcome to Fellowship Christian Academy! We are grateful that God has called your family to be part of the FCA community. Choosing a school is an important decision, and we are honored to partner with you in the academic, spiritual, social, emotional, and physical development of your child.

At FCA, we believe education is discipleship, partnership strengthens children, and excellence honors God. Our classrooms are intentionally Christ-centered, academically strong, relational, and joyful. We want students to know Christ personally, think critically, develop strong character, and use their God-given gifts to serve others.

Our theme and focus for 2026-2027 is Reach. Grow. Multiply. Together, we will reach students and families with the love and truth of Jesus Christ, help children grow spiritually and academically, and multiply Kingdom impact through lives of service and leadership.

This handbook outlines the policies, procedures, expectations, and daily practices that help us maintain a safe, consistent, excellent, and Christ-centered elementary school. Please read it carefully and partner with us through open communication, mutual respect, and shared commitment to our students.

In His Holy Name,

Emily Reichert, Ph.D.
Head of School
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Chapter 1: Mission, Vision, and Values of FCA

“Whatever you do, work at it with all your heart, as working for the Lord, not for human masters.” — Colossians 3:23

1.1 Our Mission

Fellowship Christian Academy exists to partner with families in providing a Christ-centered education that develops students spiritually, academically, physically, socially, and emotionally while equipping them to influence the world for Jesus Christ.

1.2 Our Vision

Our vision is to become the premier Christ-centered school in Central Texas by providing exceptional academics, intentional discipleship, and a nurturing community where students discover their God-given purpose.

1.3 Our Purpose: Reach • Grow • Multiply

Reach: We seek to reach every child and every family with the love and truth of Jesus Christ through authentic relationships and faithful teaching.

Grow: We believe students and families should continually grow spiritually, academically, emotionally, socially, and professionally.

Multiply: Our goal is to multiply disciples, servant leaders, strong families, and Kingdom influence throughout our community.

1.4 Core Values

- **Christ First:** Jesus Christ is the foundation of everything we do.
- **Academic Excellence:** We pursue excellence because it honors God.
- **Biblical Worldview:** Every subject is taught through the lens of Scripture.
- **Relationships:** Children thrive when they are known, loved, challenged, and supported.
- **Servant Leadership:** Leadership begins with service.

1.5 Statement of Faith

Fellowship Christian Academy is a ministry of The Fellowship Church and is committed to Christ-centered education grounded in the truth of God’s Word. We affirm the Bible as inspired and authoritative; one true God—Father, Son, and Holy Spirit; Jesus Christ as fully God and fully man, crucified and risen; salvation by grace through faith in Jesus Christ; the indwelling work of the Holy Spirit; the Church’s call to worship, discipleship, service, and Gospel proclamation; and the personal return of Jesus Christ.

1.6 Biblical Authority

FCA recognizes the Bible as the ultimate authority for matters of faith, doctrine, conduct, and moral practice. Academy policies, educational philosophy, community standards, and instruction are shaped by Scripture.

1.7 Christian Educational Philosophy

We believe each child is uniquely created in the image of God and possesses tremendous potential to grow intellectually, spiritually, emotionally, socially, and physically. Learning

includes direct instruction, hands-on experiences, collaborative discussion, critical thinking, creativity, problem solving, real-world application, and biblical integration across subjects.

1.8 Partnership with Families

Parents are the primary educators of their children. FCA exists to partner with—not replace—the family. Open communication, mutual trust, shared expectations, and biblical conflict resolution strengthen the relationship between school and home.

Chapter 2: Elementary Curriculum and Instruction

FCA Elementary provides a rigorous, research-informed academic program within a distinctly Christian worldview. Students are challenged to master essential knowledge and skills, think deeply, communicate clearly, solve problems, create, collaborate, and connect learning to God’s truth and purposes.

2.1 Academic Program

The elementary instructional day is designed to protect substantial time for core academics while also providing Bible, chapel, recess, physical education, art, library, intervention, small-group instruction, and enrichment. Teachers use assessment data, observation, student work, and curriculum resources to plan instruction and respond to student needs.

2.2 Literacy and UFLI Foundations

FCA uses explicit, systematic foundational reading instruction in the primary grades, including UFLI Foundations. Literacy instruction develops phonemic awareness, phonics, decoding, fluency, vocabulary, comprehension, spelling, writing, speaking, and listening. Students engage with increasingly complex texts and are taught to read thoughtfully and communicate effectively.

2.3 Mathematics and Dimensions Math

Dimensions Math supports deep mathematical understanding through a concrete-pictorial-abstract progression. Students use manipulatives, visual models, mathematical language, computation, reasoning, and problem solving to build both conceptual understanding and procedural fluency.

2.4 Bible, Biblical Integration, and Chapel

Bible instruction is part of the daily elementary schedule. Biblical truth is also integrated throughout academic subjects and classroom relationships. Elementary students participate in chapel each Friday at 8:00 a.m. Family Chapel opportunities will be communicated during the year, and parents are encouraged to join us when invited.

2.5 Science and Social Studies

Science instruction develops curiosity, observation, investigation, evidence-based reasoning, and appreciation for God’s creation. Social studies helps students understand history, geography, citizenship, culture, and community while considering human dignity, responsibility, and service through a biblical worldview.

2.6 Specials and Whole-Child Development

Students participate in specials and enrichment experiences that may include physical education, art, library, music or special programs, and school-wide events. Recess and movement are valued parts of the day and support physical health, attention, relationships, and self-regulation.

2.7 Academic Support and Accommodations

FCA seeks to support students within the staffing, training, and resources available to the Academy. FCA is not a special education provider and may not be able to implement every accommodation, therapy, service, or one-to-one support recommended by an outside provider. Families should disclose known learning, behavioral, medical, or developmental needs during enrollment and throughout the year so the school can determine whether reasonable supports can be provided. Outside service providers may be considered with administrative approval.

2.8 Technology Philosophy

FCA believes technology should serve learning rather than replace excellent teaching, discussion, books, handwriting, creativity, movement, and human relationships.

Kindergarten through Grade 3 students do not use personal or school devices as a routine part of instruction.

In Grades 4 and 5, FCA-owned devices may be used in limited, purposeful ways when technology meaningfully supports a specific academic objective. Personal student devices are not used for classroom instruction unless specifically authorized by administration for an approved purpose.

Chapter 3: Enrollment, Tuition, Attendance, Arrival, and Dismissal

3.1 Enrollment and Registration

Enrollment is for the current school year and must be renewed annually. Registration and enrollment fees are non-refundable. Continued enrollment is contingent upon the family remaining in good standing with Academy policies and financial obligations.

3.2 Tuition and Fees

Tuition is calculated on an annual school-year basis and divided into monthly payments for the convenience of families. Because tuition represents the cost of the entire school-year program rather than the number of instructional days in an individual month, monthly tuition amounts do not change based on long or short months, holidays, scheduled school closures, or the number of school days within a particular month.

Tuition payments are:

- Processed on the 2nd of each month, or the following business day when applicable.
- Due in full no later than the 5th of each month.
- Subject to applicable late fees if the account is not paid in full by the due date.
- No refunds, credits, or reductions in tuition for days a child is absent, including absences due to illness, family travel, vacations, or other personal circumstances.

FCA publishes a school calendar annually. The current calendar is also maintained on the school website for families to reference throughout the year.

Families are responsible for maintaining a current account and ensuring that valid payment information is available for tuition processing.

A \$35 returned-payment fee will be assessed for any returned or unsuccessful tuition payment. Accounts that remain unpaid after the established tuition due date will also be assessed a \$25 per-day late fee until the account is brought current.

Repeated late or returned payments will result in the following progressive actions:

- **First Offense**
The family will receive a warning and must immediately pay the outstanding tuition balance and all associated fees in order for their child to continue enrollment.
- **Second Offense**
The family will be required to prepay three months of tuition on the final day of the month preceding those months. Payment must be made by cashier's check or cash. All outstanding tuition and associated fees must also be paid.
- **Third Offense**
The student's enrollment at Fellowship Christian Academy may be terminated. The family remains responsible for all outstanding tuition, late fees, returned-payment fees, and other amounts due to FCA.

FCA reserves the right to restrict attendance when an account is delinquent.

3.3 School Hours and Attendance

The elementary school day is 8:00 a.m.-3:15 p.m. Students should be on campus and ready to begin at 8:00 a.m. Consistent attendance and punctuality are essential to academic progress, classroom community, and the development of responsibility. Parents should notify the school when a student will be absent or when an extended absence is planned.

Students arriving after 8:00 a.m. will have to enter through the preschool side of the building as our elementary chapel will have begun and the child is tardy to school. Please note that 3 tardies to school are equal to one absence.

Attendance Policy:

3 Tardies (arrival after 8:00 a.m.) equal 1 absence

5 absences from school—parents will receive an update email that half of the allotted absences for the school year have been exhausted

8 absences from school—parents will need to attend a meeting with the Head of School to discuss impact of absences on academic progress

10 absences from school—student is now in jeopardy of retention and family will be contacted by the FCA School Board

*all absences will require make up work that contributes to academic achievement; completion of this work is the responsibility of the parent and the student; teachers are not able to reteach material from absent days during regular instruction for the classroom

3.4 Morning Drop-Off

Morning drop-off begins at 7:45 a.m. on the west side of the building. Students should remain with their parent or guardian until FCA staff are present and the drop-off line is open. Parents should remain in their vehicle and follow staff direction so students can exit safely. Exterior doors close at 8:00 a.m. as instruction begins. Families with preschool students may use the preschool-side drop-off and complete one family drop-off when communicated by the Academy.

3.5 Late Arrival and Early Dismissal

Students arriving after 8:00 a.m. must be checked in through the designated Academy entrance or office and may be marked tardy. Parents needing to pick up a student before regular dismissal should contact the office in advance when possible. Students will be released only after appropriate authorization has been verified.

3.6 Afternoon Pick-Up

Dismissal begins at 3:15 p.m. Parents using carline should remain in their vehicle and allow FCA staff to bring the student to the car. Drivers must follow the established traffic pattern, remain attentive, and comply with staff directions. Students may not cross active traffic lanes without staff direction.

3.7 Walkers and Authorized Release

Families who wish to park and meet their child outside the carline must designate the child as a walker according to FCA procedures. Walkers will meet authorized adults at the doors to the student room near the grassy area on the west side. FCA will release students only to parents, legal guardians, or individuals authorized by the family. Photo identification may be required. Changes to dismissal plans should be communicated through the Academy's established process before dismissal whenever possible.

3.8 Late Pick-Up

Families are expected to pick up students promptly at 3:15 p.m. Students not picked up through regular dismissal procedures may be moved to a supervised location and may be subject to applicable late-pickup or aftercare charges communicated by FCA. Repeated late pickup may require an administrative conference.

3.9 Withdrawal

Families choosing to withdraw should provide written notice according to the terms of their enrollment agreement. Financial obligations, refunds, and prepaid tuition will be handled according to the applicable enrollment and tuition policies.

Chapter 4: Health and Safety

4.1 Attendance, Illness and Exclusion

Students should remain home when they are ill. A student should not attend school with fever greater than 100.0°F, vomiting, diarrhea, symptoms of a potentially contagious illness, or symptoms severe enough to prevent comfortable participation in the school day. Students may generally return after being symptom-free for at least 24 hours without fever-reducing or

symptom-masking medication, unless a different requirement applies to the specific illness. FCA may request medical clearance when appropriate.

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Attendance Policy:

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*all absences will require make up work that contributes to academic achievement; completion of this work is the responsibility of the parent and the student; teachers are not able to reteach material from absent days during regular instruction for the classroom

4.2 Illness During the School Day

If a student becomes ill at school, the student will be supervised in an appropriate area while a parent or guardian is contacted. Families are expected to arrange prompt pickup and should maintain a local emergency contact who can respond when a parent cannot. Pickup should occur within one hour of a phone call or message.

4.3 Communicable Illness

Parents should promptly notify FCA when a student is diagnosed with a contagious or communicable illness. FCA may notify potentially affected families while protecting student confidentiality to the extent required by law.

4.4 Medication

FCA staff **do not administer routine medications in the classroom.**

Families should arrange medication schedules whenever possible so that routine medications can be administered outside of school hours. When this is not possible, a parent or guardian may make arrangements with the Academy leadership to come to school and personally administer the medication.

Emergency Medication

Emergency or life-saving medications are handled differently.

All emergency medications must be registered with the Preschool Academy Office before they may be maintained at school.

Required information includes:

- Child's name;
- Name of medication;
- Prescribed dosage;
- Expiration date;
- Instructions for administration; and

- Required parent/guardian authorization and medication documentation.

Emergency medication must be provided in its **original pharmacy or manufacturer packaging** with appropriate identifying and prescribing information.

An **Emergency Care Plan completed and signed by the child's healthcare provider** must be on file when required for emergency medications or medical conditions, including severe allergies requiring an epinephrine auto-injector (EpiPen).

Appropriate staff members will be informed of the child's emergency care procedures. Parents are responsible for monitoring medication expiration dates and replacing expired medication promptly.

4.5 Immunizations and Health Records

Families are responsible for providing health and immunization documentation required by Texas law and for keeping records current. Valid exemptions recognized by the State of Texas will be handled according to applicable requirements. Required vision and hearing screening documentation must also be provided when applicable.

4.6 Emergency Information

Parents must keep current addresses, telephone numbers, email addresses, emergency contacts, medical information, and authorized pickup information on file. The ability to quickly reach a parent, guardian, or emergency contact is essential to student safety.

4.7 Accidents and Injuries

Minor injuries will be appropriately addressed and documented. Parents will be notified according to FCA procedures. When emergency medical care is necessary, FCA may call 911, contact the parent or guardian and emergency contacts, provide available medical information to responders, and follow EMS direction regarding transportation and care.

4.8 Safety Drills

Students and staff participate in emergency preparedness drills during the year, which may include fire, evacuation, severe weather, secure-building, lockdown, and intruder-related procedures. Drills are conducted in an age-appropriate manner with the goal of developing calm, safe, practiced responses.

Chapter 5: Parent Communication, Student Conduct, and Discipline

5.1 School-Home Communication

FCA uses school-approved communication channels for classroom and school-wide information. Families should regularly review messages, announcements, calendars, and teacher communications and keep all contact information current. Teachers' cell phones are not an appropriate communication tool for parents. All communication should come through the school phone number or email addresses. Questions requiring extended discussion should be handled through email, the school communication platform, a phone call, or a scheduled conference.

5.2 Parent-Teacher Conferences

Parents may request a conference when concerns arise. Arrival and dismissal are not appropriate times for lengthy or confidential conversations because staff must supervise students and manage safety. Formal progress conferences and other academic meetings will be communicated by the Academy. Scheduled parent conferences will take place a minimum of two times per year. It is requested that these meetings happen in person whenever possible.

5.3 Student Conduct

FCA students are expected to demonstrate respect, responsibility, honesty, kindness, self-control, effort, and care for others and school property. Students should follow adult directions, participate appropriately in learning, use language consistent with a Christian school environment, and contribute to a safe and orderly campus.

5.4 Discipline as Discipleship

At FCA, discipline is ultimately about discipleship, restoration, responsibility, and growth. Teachers use clear expectations, positive reinforcement, redirection, logical consequences, reflection, restitution, problem solving, parent communication, and other age-appropriate strategies. Corporal punishment, humiliation, threats, abusive language, and cruel or unusual punishment are prohibited.

5.5 Behavioral Support Process

When a pattern of significant academic, behavioral, or safety concerns develops, FCA may use progressive support that includes documentation, parent communication, a conference, a written support plan, review of progress, and additional interventions. When concerns continue to substantially interfere with learning or safety, suspension, required outside support, withdrawal, or dismissal may be considered. FCA may bypass progressive steps when behavior presents an immediate or serious safety concern.

5.6 Bullying, Harassment, and Safety Concerns

Bullying, harassment, threats, intimidation, fighting, deliberate physical aggression, and other conduct that creates an unsafe environment are inconsistent with FCA expectations. Reports will be reviewed by administration and addressed based on the age of students, severity, frequency, context, safety needs, and available information. Student confidentiality will be protected as appropriate; disciplinary details regarding another student will not be disclosed to families.

Chapter 6: Daily Life at FCA Elementary

6.1 Lunch, Snacks, and Water

Students should bring a nutritious lunch, a refillable water bottle, and any classroom snack requested by the teacher. Lunches should be ready to eat; there is no microwave available for student use. Students should bring needed utensils and should not share food. There is an allergy table available in the cafeteria for students with severe allergies. Please communicate with your child's teacher if you wish for your child to sit at the allergy table at lunchtime.

6.2 Food Allergies

Classrooms or grade levels may have food restrictions based on student allergies and medical needs. Families are expected to follow communicated restrictions. Students with diagnosed allergies requiring emergency medication must have required medication and care-plan documentation on file. There is an allergy table available in the cafeteria for students with severe allergies. Please communicate with your child's teacher if you wish for your child to sit at the allergy table at lunchtime.

6.3 Birthdays and Celebrations

FCA enjoys celebrating students and building community. Birthday treats or classroom celebrations must be coordinated with the teacher in advance and must comply with allergy and food-safety expectations. School holidays and special events are celebrated in ways consistent with FCA's Christian mission and instructional priorities.

6.4 Dress and Personal Belongings

Students should dress modest, casual, comfortable clothing suitable for movement; closed-toe shoes; no distracting or unsafe accessories. No inappropriate, political, violent, suggestive, or values-inconsistent wording/images.

Students are expected to dress in a manner that reflects modesty, respect, good stewardship, and FCA's Christ-centered community. Clothing should allow students to focus on learning, participate safely in school activities, and represent FCA well.

Clothing, shoes, outerwear, lunch boxes, water bottles, and other belongings should be clearly labeled. Toys, valuables, distracting items, and personal electronics should remain at home unless specifically requested or approved by the teacher or administration.

6.5 Recess and Physical Activity

Daily movement and recess support student health, attention, social development, and learning. Recess will not ordinarily be withheld as punishment. If recess behavior creates an immediate safety concern, staff may temporarily remove a student from an activity while maintaining appropriate supervision and providing a path for safe re-entry.

6.6 Technology and Student Devices

FCA intentionally limits student screen use. Kindergarten through Grade 3 are device-free for routine instruction: students do not use personal devices. Teachers may use computers for instruction in these age groups, but this is limited as well. Grades 4 and 5 may use FCA-owned devices on a limited basis for purposeful academic tasks when the teacher determines that technology adds meaningful instructional value. Technology is not used as a substitute for direct teaching, reading, writing, discussion, hands-on learning, physical activity, creativity, or relationships.

Personal phones, smartwatches, tablets, gaming devices, and other connected electronics must remain off and stored according to school procedures during the school day unless administration has approved a specific exception. Unauthorized recording, photography, messaging, social media use, gaming, internet access, or use of artificial intelligence tools is prohibited. FCA may restrict or remove technology privileges when a student misuses a device or digital resource.

6.7 Field Trips and Special Activities

Field trips, guest speakers, service opportunities, performances, special programs, and other experiences may be offered to extend classroom learning. Parent permission, fees, dress requirements, transportation details, or volunteer expectations will be communicated for each activity as applicable.

Chapter 7: Campus Safety and Emergency Procedures

7.1 Campus Security and Visitors

All FCA exterior doors remain locked during the school day. Parents, family members, volunteers, and visitors must enter through the designated entrance and follow visitor check-in procedures. Families should never allow an unknown person to enter a secured door behind them. Suspicious activity or safety concerns should be reported immediately.

7.2 Weather Delays and Closures

The Head of School and Academy leadership make final decisions regarding weather-related delays, early dismissals, and closures. FCA generally uses Round Rock ISD as a local reference point for weather delays while retaining the right to make a different decision based on campus and local conditions. Families will be notified through established school communication channels.

7.3 Emergency Preparedness and Reunification

FCA maintains procedures for severe weather, evacuation, secure-building situations, lockdowns, and other emergencies.

In some emergency situations, remaining on The Fellowship Church campus may not be safe. FCA maintains plans for relocating students and staff to designated off-site locations when necessary.

Hutto Campus

If an emergency requires physical evacuation and relocation of the Hutto campus, students will be relocated to:

Hutto Family YMCA
200 Alliance Boulevard
Hutto, Texas

If relocation occurs, FCA will communicate with parents and/or the emergency contacts listed in each child's enrollment records and provide instructions regarding reunification and pickup. Parents should not attempt to enter an evacuated FCA campus unless directed to do so by FCA administration or emergency personnel. Children will remain under FCA supervision until they are safely released to an authorized individual.

7.4 Parking Lot and Vehicle Safety

Drivers must proceed slowly, remain off handheld phones while moving in school traffic, follow directional signs and staff instructions, and never leave a running vehicle unattended with children inside. Students should enter and exit vehicles only in designated areas and should not cross active traffic lanes without adult direction.

If you wish to exit your vehicle for drop off or pick up at any point, please park your vehicle and walk your student safely from the parking lot to or from the doors.

Parents are not permitted to exit their vehicles in the drop off/ pick up car line.

7.5 Supervision After Dismissal

Once a child has been released to a parent, guardian, or authorized pickup person, responsibility for supervising the child transfers to that adult.

Families visiting after school should move away from school entrances and dismissal areas so other families can safely enter, exit, and collect their children.

Families are welcome to build relationships with one another, but parents who remain on campus after dismissal must keep their children with them and within sight at all times. Please do not move to your vehicle and allow your children to continue play in the grassy area; you should be present on the grass and supervising at all times.

Children may not return to playgrounds, classrooms, hallways, or other school areas after being released unless specifically permitted and appropriately supervised.

7.6 Weapons, Tobacco, Alcohol, and Drugs

Weapons and firearms are prohibited on FCA and church property except as otherwise permitted by law and specifically authorized by the property owner or Academy. Smoking, vaping, tobacco, illegal drugs, alcohol, and misuse of controlled substances are prohibited on campus and at school-sponsored student activities.

Chapter 8: Family Partnership and Parent Expectations

8.1 Our Partnership

FCA believes students flourish when school and home work together with trust, respect, consistency, prayer, and shared commitment. Parents are expected to support the Academy's mission, biblical worldview, academic expectations, safety procedures, and reasonable decisions made for the good of students and the school community.

8.2 Volunteers

Parent volunteers strengthen the FCA community. Volunteer opportunities may require advance approval, a background check, training, confidentiality expectations, and compliance with campus safety procedures. Volunteers serve under the direction of FCA staff and may not use volunteer access to address concerns about their own child or another student.

8.3 Respectful Communication

FCA promotes open communication and respectful discussion. From time to time, parents may have questions or concerns regarding their child's care, education, classroom experience, or school procedures. We want families to bring those concerns to us so they can be addressed appropriately.

Parents, guardians, visitors, and FCA staff are expected to communicate in a calm, respectful, and constructive manner, including when disagreement occurs.

Whenever possible, concerns should first be addressed with the staff member most directly involved. When additional support is needed, the Academy Director and/or Head of School may become involved in the conversation.

8.4 Appropriate Language and Conduct on Campus

Young children are present throughout our campus and learn from the words and behavior of the adults around them. Parents, guardians, visitors, and volunteers are therefore expected to use language and demonstrate conduct that is appropriate for a Christian preschool environment.

Swearing, cursing, offensive language, or other inappropriate verbal behavior is not permitted on FCA or The Fellowship Church premises.

Families should also be mindful of music, audio, conversations, or other content that may be heard from vehicles while on campus, particularly during arrival and dismissal.

Our expectation is simple: adults should model the same respect, kindness, and self-control that we are working to develop in our students.

8.5 Threats, Confrontations, and Unsafe Behavior

FCA understands that concerns involving a child can create strong emotions. However, threatening, intimidating, aggressive, or confrontational behavior toward staff members, children, parents, volunteers, or visitors will not be tolerated.

All threats will be taken seriously. FCA administration will respond based on the nature and severity of the situation and the need to protect children, staff, and families.

When conduct creates a safety concern, FCA may require an individual to leave the property and may take additional action necessary to maintain a safe school environment.

8.6 Enrollment Fit and Continued Enrollment

Enrollment at FCA is a voluntary partnership. The Academy may determine that continued enrollment is not in the best interest of the student or school community when there is persistent noncompliance with policies, unresolved financial obligations, significant safety concerns, a breakdown in the school-family partnership, or student needs that exceed the Academy's available program and resources. Decisions will be made by administration in a manner consistent with FCA's mission and applicable law.

Chapter 9: Legal, Special Policies, and Acknowledgment

9.1 Christian Ministry Identity

Fellowship Christian Academy is a Christian educational ministry of The Fellowship Church. FCA's mission, educational philosophy, biblical instruction, policies, and practices are grounded in its Statement of Faith and sincerely held Christian beliefs. FCA will comply with

applicable federal, state, and local laws while maintaining its rights and responsibilities as a Christian religious and educational ministry.

9.2 Student Records and Privacy

Student records and confidential information are maintained and shared according to applicable law and Academy procedures. Parents should direct requests for records or questions regarding access to the Academy Office. FCA also protects the privacy of other students and will not disclose another student's confidential educational, medical, behavioral, or disciplinary information.

9.3 Child Abuse Reporting

FCA employees are required to follow Texas law regarding suspected child abuse or neglect. Concerns will be reported to the appropriate authorities when required. School personnel do not investigate suspected abuse in place of the responsible governmental agency.

9.4 Policy Changes

FCA reserves the right to revise handbook policies when necessary because of changes in law, safety practices, Academy operations, educational needs, or program requirements. Families will be notified of material changes when appropriate. This handbook cannot anticipate every circumstance; administration retains appropriate discretion to respond to individual situations consistently with the Academy's mission, policies, and commitment to student safety.

9.5 Equal Dignity and Nondiscrimination

Fellowship Christian Academy values every child and family and is committed to treating individuals with dignity, respect, and Christ-like care.

As a Christian ministry of The Fellowship Church, FCA's mission, educational philosophy, biblical instruction, policies, and practices are grounded in its sincerely held Christian beliefs and Statement of Faith.

FCA will comply with applicable federal, state, and local laws governing its operations while maintaining its rights and responsibilities as a Christian religious and educational ministry. Questions regarding the application of this policy should be directed to the Head of School.

9.6 Handbook Acknowledgment

Parents and guardians are expected to review, understand, and support the policies and procedures in this handbook. Questions about a policy or its application should be directed to FCA administration.

FELLOWSHIP CHRISTIAN ACADEMY ELEMENTARY

2026-2027 Parent/Guardian Handbook Acknowledgment

I acknowledge that I have received or been provided access to the Fellowship Christian Academy Elementary Parent Handbook for the 2026-2027 school year. I understand that it is my responsibility to read, understand, and support the policies, procedures, expectations, and standards described in the handbook.

I understand that enrollment at Fellowship Christian Academy represents a partnership between the Academy and our family. I agree to communicate respectfully with FCA staff, maintain current contact and emergency information, and follow Academy policies related to tuition, attendance, arrival and dismissal, health and safety, student conduct, technology, campus procedures, and family conduct.

I understand that Fellowship Christian Academy is a Christian ministry of The Fellowship Church and that its mission, educational philosophy, biblical instruction, policies, and practices are grounded in its Statement of Faith and sincerely held Christian beliefs.

By signing below, I confirm that I have reviewed the 2026-2027 FCA Elementary Parent Handbook and agree to partner with Fellowship Christian Academy in support of its mission and commitment to the education, safety, development, and discipleship of students.

Student Name(s): _____

Grade: _____

Parent/Guardian Signature: _____

Date: _____

Printed Parent/Guardian Name:
