



Student Handbook 2025-2026 School Year

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"Train up a child in the way he should go, and when he is old he will not depart from it".

Proverbs 22:6

School Slogan

Where Faith Leads, Learning Follows

School Mascot

Lion

School Colors

Royal Blue and Silver

Grades Offered 2025- Kindergarten and 1st Grade

By God's grace the school will continue to progress and we can potentially add a grade or two each year

Mission

To provide an affordable, Christ-centered education that nurtures spiritual growth, academic excellence, and leadership in our students, while instilling a Christian worldview that transforms not only their lives but also the lives of their families. We strive to create a vibrant community where faith and learning come together, preparing the next generation to impact the world for Christ.

Goals for Students

Poplarville Christian Academy (PCA) aims to foster a lifelong learning mindset in students by equipping them with essential skills in core subjects like mathematics, English, history, and science, while nurturing their ability to think critically and articulate their thoughts clearly. The educational approach emphasizes a worldview informed by Scripture, helping students to differentiate genuine faith from superficial practices, and encouraging them to develop a personal relationship with the Lord Jesus. Ultimately, PCA seeks to create exceptional opportunities for students from Christian families to grow into thoughtful leaders and thinkers who contribute positively to society and advance the kingdom of God.

The policy allows for the dismissal of a student if their parent(s) exhibit an uncooperative attitude towards the school, have a history of disagreements with its philosophy or mission, or raise ongoing concerns about the Administration and Staff's daily operations, as determined by the Director's discretion.

Spiritual Emphasis

Statement of Faith

This statement of faith outlines the core biblical doctrines that govern the school's ministry, emphasizing the sovereignty of God, the inerrancy of Scripture, the creation of humanity in God's image, the fall into sin, God's covenant with mankind, the role of Jesus Christ as Savior, justification by faith alone, the empowering presence of the Holy Spirit in believers, the unity of the body of Christ, and the final judgment and resurrection of all people. It asserts that while various theological issues may arise, the school focuses on these primary doctrines for teaching and faculty recruitment, promoting a shared theological perspective while acknowledging the liberty of Christians to differ on non-essential matters.

Morning Devotion

Each school day begins with morning devotion and the Pledges.

Admission and Enrollment

Admissions Procedures

The admissions process for Poplarville Christian Academy is in person. You must fill out an application and if accepted to the school, we will notify you to complete the registration process.

Admission Requirements

1. All families seeking to enroll their children must be in agreement that their children be taught Biblical doctrine through the ministry of Faith Memorial Baptist Church.
2. All parents and students must agree to abide by all of the policies of the school.
3. All students must provide Poplarville Christian Academy with a copy of their birth certificate to be kept in their cumulative record.
4. A copy of a parent/guardian photo ID is required.
5. A copy of students Social Security Card
6. Parents are required to provide PCA with any relevant legal documentation regarding their child, such as custody agreements, or guardianship papers. This ensures the school has the necessary information to support the child's educational needs, and maintain a safe and appropriate learning environment.

*All student records are maintained in accordance with the Family Educational Records Protection Act (FERPA)

Re-enrollment

Re-enrollment at Poplarville Christian Academy is not automatic and prioritizes returning students; however, the school may decline to re-enroll a student based on their or their family's conduct, which it considers detrimental to its mission, or if academic and behavioral standards are not met. Re-enrollment agreements and tuition notices will be mailed in January, requiring a non-refundable deposit of \$75 per returning student and \$150 for new students to secure financial commitments necessary for planning the school year.

Withdrawal

If a student plans to withdraw during the school year, it is essential to inform the director of student services at least two weeks in advance to facilitate communication with the teacher, assess any tuition balance, and handle the required paperwork. Additionally, parents should provide the director with the new school's name, address, and phone number for record transfer.

Please note that registration and tuition fees are non-refundable, and the tuition for the remaining school year must still be paid. Transcripts will not be sent to another school without prior financial obligations have been satisfied

School Year Calendar

PCA will generally follow the same schedule as Poplarville School District. However, not all the holidays will be the same. The school calendar is available on the Poplarville Christian Academy website and the BAND APP.

School Cancellations

Parents will be informed about school closures or early dismissals due to bad weather through multiple communication methods, including updates on the school website (<http://www.poplarvillechristianacademy.com>) and notifications via BAND APP .

Medication

ALL medications, prescription and over-the-counter (OTC), needed by students must be kept and dispensed in the school office. A signed release form from the student's parent or guardian must be on file in the school office for all such medications, even OTC. These forms are available in the school office. All medications must be in the original containers, with the student's name clearly marked.

Tuition and Fees

TUITION

	1st Student	Multiple Student Discount
Kindergarten-1st Grade	\$5,000.00	10% Discount for 2 nd student or additional children

PAYMENT OPTIONS

Monthly	Two Payments	One Payment
12 monthly payments starting June-May	1st Payment- June 2nd Payment- December	Payment made on or before August 1

REQUIRED FEES

	New Student Enrollment Fee	Returning Students Re-enrollment Fee	Technology & Supply Fee
Kindergarten - 1st Grade	\$150.00	\$75.00	\$200.00

OPTIONAL FEES & LUNCHES

	Yearbook	Before Care	After Care	Both
Kindergarten - 1st Grade	\$40	\$5.00 per day or \$20.00 per week	\$10 per day or \$40.00 per week	\$15 per day or \$55.00 per week
	Breakfast	Lunches	Drinks will not be provided	
Kindergarten - 1st Grade	\$ 3.00/Day	\$ 7.00/Day	Breakfast will be made in-house. A balanced lunch will be provided by the school. You can access the menu on our school website. Please see the Handbook for more details regarding breakfast and lunch.	

Poplarville Christian Academy charges an annual tuition of \$5,000, payable in 12 monthly installments from June through May, 2 payments with the first in June and the second in December or in a lump sum at the start of the school year.

Late Fees

For the monthly plan a \$25 late fee will be applied if payment is not rendered by the 5th of each month. Two payment plans will incur a \$25 late fee if both payments are not rendered by the 5th of June and December.

Student account will be charged a \$50 fee for non-sufficient funds

If a family's payments are 90 days or more overdue, students will be prohibited from attending school until the outstanding balance is settled or a payment plan is established with the director of student services.

Lunch Fees

Breakfast will be offered to students attending the before care program for a nominal fee of \$3/day.

Students may opt to bring their own lunch. Please do not pack any sugary snacks, sweets, soda, or candy, etc. Microwaves, refrigerators, and cutlery will not be available, so please pack accordingly.

A healthy lunch option will be offered daily. You will find the monthly lunch menu posted on BAND and the school website. Parents may purchase lunches through the website for \$7. This can be paid weekly, integrated into the tuition cost, or paid in full.

Lunch count will be completed by 9:00 a.m.. If the student is absent or will be tardy, the parent must let the school know prior to 9 a.m. If not, the amount will be charged to the parent account. Drinks are NOT provided.

Arrival and Dismissal

Morning Arrival

The school day begins at 8:00 a.m. for all students. Before school care is provided beginning at 7:00 a.m. at an additional cost. Students who enter the school building before 7:30 a.m. will be charged the before school care fee.

Parents should not drop off students before the designated times.

K-1st grade students will enter the building from the front of the school. Students may be dropped off in the supervised area between 7:30 a.m. and 7:55 a.m.

Upon arrival, students should enter the school and proceed directly to the sanctuary. If you arrive after 8:00 a.m., parents must walk their student in to the PCA front entrance to officially check them in for the school day.

If it is raining, students should be dropped off at the side entrance under the covered area.

Dismissal

Students will be dismissed from the front of the school at 2:00 p.m. and must be picked up by 2:15 p.m. If it is raining, students will be dismissed from the side entrance under the covered area.

After 2:15 p.m. the student will be sent to the aftercare program and the parent will be charged the aftercare program amount. Students from aftercare can be picked up from the side entrance under the covered area.

Students will not be released to anyone without the proper authorization. If the student is going home in any other way that is indicated in their record, a note must be submitted to the teacher that morning.

Signs will be given to each parent to be placed in the window of the vehicle for student pickup.

Before and After School Care Program:

PCA offers a Before Care Program from Monday to Friday, with a cost of \$20 per week or \$5 per day, starting at 7:00 a.m.; check-in is at the side entrance under the covered area. Parents should register their child for this service at the beginning of the school year for a registration fee of \$25. Monthly charges will be applied to the parent's account for the service utilized.

The After Care Program operates Monday through Friday, with fees of \$40 per week or \$10 per day, starting at 2:00 until 5:00 and a one-time registration fee of \$25. Parents are encouraged to enroll their child in this service if they anticipate needing after care, and accounts will be charged at the end of each month. All students are to be picked up at the side entrance under the covered area.

Any student not picked up by 5:15 will be charged a \$50 late fee each occurrence.

School rules apply for students in Before and After Care.

Attendance Policy

Regular attendance is crucial for a child's educational success, and while unavoidable absences due to illness or emergencies are understood, families are encouraged to minimize unnecessary absences.

If absences are frequent, the school may require a meeting with the teacher or Director, who will assess the impact on the child's grade. After twelve absences, the child's situation will be reviewed to determine their academic progress and eligibility for promotion, with a policy of automatic retention after twenty absences.

When returning, students must provide a note explaining their absence, with required documentation submitted within the same school week for recording purposes.

Make-up work will be addressed in accordance with each teacher's specific classroom policies and guidelines.

Tardy

Punctuality is essential in the educational process as tardiness can disrupt both individual learning and the overall classroom environment. Students arriving after 8:00 a.m. must be signed in by a parent, with only medical appointments considered excused. Accumulating five tardies will necessitate a meeting with school administration, and after three tardies, a \$25 fee will apply for each additional tardy within the semester, resetting the count in the following semester.

Illness

Poplarville Christian Academy's policy emphasizes student health and safety. To ensure this, students are expected to notify their teacher and office personnel upon illness, allowing for minor first aid and comfort until parents arrive. Parents are required to keep their children home if they're fever, vomiting, or diarrhea-free for less than 24 hours, and a doctor's excuse may be requested for absences due to doctor-treated illnesses. Additionally, written consent from a physician or the Health Department is needed for students with certain contagious diseases before returning to school, and parents must also provide documentation for students with severe allergies or life-threatening conditions to ensure proper care and safety.

School Safety Policy

Safety Drills

At Poplarville Christian Academy, emergency drills are an essential component of the overall safety plan. In accordance with state laws, regular drills such as fire evacuations, tornado, and earthquake drills are conducted throughout the year to prepare students and staff for potential crises. As required, students are educated on proper procedures, including identifying exit routes, activating fire alarms, and utilizing fire extinguishers, to ensure a swift and safe evacuation in the event of an emergency. The school's infrastructure also features critical safety elements like exit signs to facilitate efficient exits and minimize confusion.

PCA has a well-structured emergency response plan in place, aligning with the recommendations of the Emergency Management Agency (EMA). In the event of an emergency, students will be required to remain at school and take a secured position until the administration receives an "all-clear" notification.

Dress Code Policy

Students at PCA are expected to adhere to a dress code that promotes modesty and decency, aligning with the school's values of order and cleanliness. All attire must be neat and reflect Christian principles, helping to cultivate an environment free from distractions and unhealthy comparisons among students and faculty. Specific guidelines regarding acceptable uniforms and dress will be provided to ensure compliance with these values.

Guidelines

Clothing for PCA must be sourced from a local vendor Petunia Pete's via the school's website, while accessories can be from any vendor as long as they adhere to guidelines. PCA affiliated spirit shirts are permitted on designated days, but oversized attire is prohibited; pants must fit properly at the waist without sagging. Additionally, clothing that is torn, ripped, or damaged is not acceptable, and hats or sunglasses are not allowed inside the school building.

During special activities throughout the school year, exceptions to the PCA Uniform Code may be permitted with prior approval from the Administration. Guidelines regarding the specific dress code for these events will be shared before the activities take place.

PCA requires all students to be in uniform each day. Uniforms must be neat and clean and not worn or tattered

Uniform Requirements

Girls tops,
bottoms,
outerwear, and
accessories.

1. White, Royal Blue, Grey short or long sleeve polo or jumpers with school logo from Petunia Pete's
2. The link to girls shoes and socks are located on the school website.

Black modesty shorts are required under all jumpers, and skirts. White leggings or tights with NO design may be worn under all jumpers or skirts.

Sweaters, sweatshirts, or cardigan order through Petunia Pete's

Students may wear any color outside coat or rain jacket to accommodate for the weather.

PCA Spirit shirts may be worn only from Petunia Pete's on spirit days (Fridays).

Makeup CANNOT be worn in Kindergarten through 5th grade.

Piercings may be worn in the ear only.

No Tattoos.

Hair should be neat with no extreme colors

Hair accessories should coordinate colors with the uniform.

Modesty is key!

The school reserves the right to refuse admission to any student who chooses to dress inappropriately. Any student failing to comply with the above guidelines will be referred to the administrator.

Uniform Requirements

Boys tops, bottoms, and outerwear	<ol style="list-style-type: none">1. White, Royal Blue, Grey short or long sleeve polo with school logo from Petunia Pete's2. The link to boys shoes and socks are located on the website. Black Boys socks and Black boys dress shoes.
	Uniform pants or shorts (khaki) (with elastic waist Kindergarten Only)
	<p>Sweaters, sweatshirts, hoodies, or cardigan order through Petunia Pete's</p> <p>Students may wear any color outside coat or rain jacket to accommodate for the weather.</p> <p>PCA Spirit shirts may be worn only from Petunia Pete's on spirit days (Fridays).</p>

***Items are posted on Petunia Pete's website under Poplarville Christian Academy

The school reserves the right to refuse admission to any student who chooses to dress inappropriately. Any student failing to comply with the above guidelines will be referred to the administrator.

Behavior Policy

School Expectations

Poplarville Christian Academy prioritizes a respectful and conducive learning environment through its rules and regulations, expecting students to exemplify proper conduct as young ladies and gentlemen. Disruptive behavior that hinders learning or teaching is strictly prohibited, and students must adhere to key guidelines: treat others with kindness and respect, follow directions promptly, and maintain personal space by keeping hands, feet, and objects to themselves.

Classroom Expectations

Students are required to follow the individual classroom rules established by their teacher, which supplement but do not replace school policies. Students should only leave class for emergencies and will not be allowed to disrupt lessons. Laptops, Ipads, and Chromebooks are to be utilized strictly for educational purposes as directed by the teacher, and any disruptive behavior or appearance is unacceptable and will not be tolerated.

The following are basic guidelines for behavior:

1. Be kind and respectful to adults and fellow students
2. Follow directions the first time they are given.
3. Keep hands, feet, and objects to yourself.

Major Infractions

The following are considered major infractions of the school's discipline policy:

- Fighting or assault
- Offensive language or gestures
- Destruction of school property (subject to fine of replacement)
- Disrespect for authority
- Bullying (verbal or physical) or through electronic means
- Other misbehavior as determined by teacher or principal

The following behaviors may result in time out/detention in the main office, community service for PCA, or parent phone call if they have been repeatedly addressed and no improvements noted:

- Disobeying school or class rules
- Cheating on tests or class assignments

- Inappropriate behavior during school or school functions
- Not completing school or homework assignments
- Not respecting rights and feelings of others

Disciplinary Action

- The following actions may be used to correct student behavior: warnings, timeout, disciplinary notices, loss of privileges, detentions, community service on PCA campus, parental conferences, suspensions, and expulsions.
- The administration will determine specific consequences for unacceptable behavior in accordance with school policy.
- It is the administration’s intention to keep parents informed of disciplinary action

No weapons of any kind on campus. Such activity will result in an immediate report to local police and student will be expelled from the school.

At PCA, we strive to create a distraction-free environment that promotes academic focus and integrity. Our no-phone policy aims to prevent cheating, maintain a respectful learning atmosphere, and ensure students receive fair assessments of their abilities. By confiscating phones during school hours and imposing penalties for their use during quizzes and tests, we reinforce the values of honesty, discipline, and responsible academic conduct.

1st Offense- phone is taken; \$25 fine 2nd Offense- phone is taken; \$50 fine
 3rd Offense -phone is taken; \$100 fine and any offenses occurring after.
(The phone will be released to the parents after the fine is paid)

Academics

Academic Standards

Poplarville Christian Academy is dedicated to achieving academic excellence through its primary use of ABeka curriculum, which has demonstrated positive outcomes for its students. By integrating biblical teachings with educational materials, the school ensures that all curricula align with its foundational belief in the Bible as the ultimate source of truth.

The elementary school program encompasses Kindergarten through first grade, offering a well-rounded curriculum that includes Art, technology, character education, physical education, music, bible, and library services. Enrichment opportunities, such as field trips and guest speakers, are integrated throughout the program. Parents are encouraged to engage with teachers regarding any inquiries about their child's development, with email being the preferred communication method.

Kindergarten

Students in kindergarten will receive the following grades for all subject areas:

- E- Mastery level of performance
- S- Proficient level of performance
- N- below proficient but progressing
- U- Far below proficient

1st Grade

Students in grades 1 will receive letter grades of A, B, C, D, and F for the following subjects: reading, math, language, Bible, handwriting, and social sciences.

Promotion

Kindergarten

To advance from Kindergarten, students must achieve 80% mastery on their fourth quarter report card. If a student does not meet this benchmark, a conference with parents will address various factors including personal development and readiness in literacy and numeracy. The final decision regarding grade retention will be made by the Director after considering these discussions.

Should the student meet the requirements to move on to 1st grade, they will participate in the Kindergarten Graduation Ceremony at the end of the year.

1st Grade

A student will be required to repeat a grade if they receive an F in reading or mathematics for at least two nine-week grading periods, or if the Director recommends retention based on the student's overall academic performance.

Parent Involvement

Parents and Visitors

All visitors (including parents) should enter the front doors to school and report to the office first. Visitors must be identified by a special name tag or other identification to be given when they sign in to the office.

Any visitor must be approved by school Administration and must report to the office.

Any visitors that are not immediately recognized by any staff member must be approached and questioned by staff and directed appropriately. Contact the office immediately if the visitor did not check in with the office and monitor the situation until relieved by Administrative staff. Students are not permitted to bring visitors to spend a day, or part of a day, with them in class unless prior approval is received

Parents

The PCA mission emphasizes the covenant principle, which underscores parents' responsibility before God for their children's education. This entails active involvement and awareness of their child's school experiences, along with a thoughtful approach to supporting education both in the classroom and at home.

Fundraising is an essential part for PCA to grow and keep tuition cost down. It is required for every family to participate in our fall and spring fundraisers. Each family will be required to sell the allotted tickets given to them or work the event. If you are unable to sell the entire amount, you will be billed for the unsold tickets. Only one allotment per family will be required. Some examples of fundraisers (Fall Fest, etc.) may require parents to run a booth.

The school maintains the right to dismiss a student if their parent(s) exhibit uncooperative behavior toward the school, particularly if there is a history of disagreement with its philosophy, mission, or daily operations, as determined by the director.

This warning serves as a reminder that online actions can have real-life consequences, and students and their families must adhere to the same high standards of character and accountability expected offline. By maintaining a professional and respectful presence on social media, the PCA community can uphold its values and maintain a positive reputation, both within and outside its walls.

Staff

Pastor	Travis Weinike
Director	Rebekah Mayfield
Director of Student Services	Brandy Chambliss
Music Teacher	Christy Wegmann
Support Staff	Clay Chambliss

Board of Directors

- President- Abbi Spiers (Brandon)
- Vice President- Hannah Breland
- Treasurer/Finance Officer- Jeremy Mayfield
- Secretary- Christy Wegmann

Recognizing that not all situations can be predicted, PCA retains the right to amend or deviate from the policies outlined, as needed, at any time and without prior notice. Furthermore, the administration holds ultimate authority over all matters concerning students and their families, including enrollment, discipline, and adherence to policies.



Dear Parent/Guardian,

Poplarville Christian Academy 2025- 2026 Student Handbook will be available for you and your student to read on our school website. Teachers will review the rules and procedures with your student on the first day of school as well.

Please sign below indicating that you and your student have read and reviewed the 2025-2026 Poplarville Christian Academy Handbook and as a parent you agree and understand the contents.

Please return this form to your student's teacher at school.

We have read and understand the rules and regulations as stated in the Poplarville Christian Academy 2025- 2026 Handbook.

Printed Parent/Guardian Name & Parent/Guardian Signature

Student's Name and Grade

Date