

White Horse Christian Academy

"Then I saw heaven open and a white horse was standing there. Its rider was named Faithful and True,..." -
Revelation 19:11 NLT

2026-2027 Student And Parent Handbook



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Statement of Purpose

The purpose of White Horse Christian Academy is to equip students of varying abilities with a strong foundation in biblical principles, leadership, academic excellence, self-discipline, personal responsibility, integrity, and good citizenship. Through Christ-centered instruction, individualized learning, parental partnership, and consistent encouragement, we strive to make each student's educational experience rewarding, meaningful, and memorable.

We believe that students learn most effectively in a structured, nurturing, and individualized environment. Clear expectations, consistent guidance, and a supportive atmosphere are essential to promoting academic success while meeting the unique needs of each student. White Horse Christian Academy is committed to fostering the spiritual, academic, emotional, and social development of every student, preparing them to become confident, capable individuals who honor God in every area of life.

Because every program at White Horse Christian Academy is designed with the best interests of students in mind, we recognize the God-given importance of the family and value a strong partnership with parents. We view our role not as a replacement for the home, but as a partner in supporting and strengthening each child's educational, personal, and spiritual development.

Mission Statement

White Horse Christian Academy exists to help students **"Master Learning and Master Life"** by providing individualized, mastery-based instruction in a Christ-centered environment for students in grades **K4-12th grade**.

Section 1- General Information

Programs Offered

White Horse Christian Academy is committed to meeting the educational needs of our community by offering a variety of programs designed to serve students with diverse learning styles, academic abilities, and future goals. As the needs of our students and community evolve, program offerings may be modified, expanded or discontinued.

On-Campus Study Program

The on-campus study program operates four days per week and provides educational opportunities for students in K4-twelfth grade.

Students in **K4 through 8th grade** receive instruction in all core academic subjects, as well as Bible, Art, and Spanish. Instruction is individualized to encourage mastery of academic concepts while supporting each student's unique learning style and pace.

High school students participate in a program designed to encourage academic excellence, self-discovery, career exploration, and personal responsibility. In addition to completing all required core courses, students participate in career assessments that help identify their strengths, interests, and potential career pathways. Based on these assessments, students may choose electives that align with their educational and career goals.

Students planning to pursue higher education may take the **Texas Success Initiative (TSI) Assessment** during their sophomore year. Students who earn qualifying scores may enroll in approved dual-credit courses during their junior and senior years, allowing them to earn college credit while completing their high school graduation requirements.

Distant Learning Online Program

Students may enroll full-time in the White Horse Christian Academy Distant Learning Online Program. Through this program, students are appropriately placed within the online curriculum and may complete coursework leading toward an accredited high school diploma.

Graduation requirements for online students are the same as those for students enrolled in the On- Campus program. Each student works with a Distance Learning Coordinator to develop an individualized educational plan that supports academic success and timely progress toward graduation.

Parents play an essential role in the success of online students by ensuring they remain actively engaged in their coursework, meet established deadlines, and maintain consistent academic progress. The Distant Learning Coordinator is available during regular school hours to provide guidance, academic support, and assistance as needed.

Students enrolled in the Distance Learning Online Program are eligible to participate in extracurricular activities, school events, and other approved programs offered by White Horse Christian Academy.

Curriculum Standards

White Horse Christian Academy provides a Christ-centered education that incorporates the Texas Essential Knowledge and Skills (TEKS) while using high-quality Christian curriculum. Instruction is designed to expose students to all required TIKS standards through a mastery-based approach. Teachers continually review and reinforce previously learned concepts to ensure long-term understanding and academic success.

General Admissions Policy

White Horse Christian Academy welcomes qualified students regardless of race, color, national or ethnic origin, sex, age, or religious background.

Admission is based on an individual review rather than a standardized entrance examination. Diagnostic and placement assessments may be administered to determine the appropriate instructional level.

As a condition of enrollment, students and their parents or guardians agree to comply with all policies, procedures, and expectations outlined in this Student and Parent Handbook, as well as any additional enrollment conditions established by the administration.

White Horse Christian Academy employs practicing Christians as faculty and staff and primarily uses Christian-based curriculum and instructional materials.

Transcripts

Students may request official transcripts for personal use or to be sent directly to colleges, universities, employers, or other educational institutions.

Upon graduation, each student will receive three official transcripts for use with college applications. Additional official transcripts may be requested through the school office with a processing fee.

Graduation Requirements

Students must successfully complete the minimum graduation requirements for their selected diploma plan to earn a White Horse Christian Academy diploma. Graduation requirements are comparable to those established by Texas public schools.

Students may earn additional credits beyond the minimum requirements.

Because of the significant amount of additional coursework required, students may not change from a lower graduation plan to a higher plan after enrollment. However, with parental approval, students may change from a higher graduation plan to a lower plan. Once this change is made, it is permanent.

Graduation Ceremony Participation

White Horse Christian Academy conducts graduation ceremonies each May.

To participate in the ceremony, seniors must have completed sufficient coursework to reasonably expect completion of all remaining graduation requirements by the end of summer immediately following graduation.

Eligible seniors enrolled in the On-Campus Program and the Distant On-line Program are all invited to attend the ceremony,

Health Information

Current immunization records are required at the time of enrollment unless an exemption permitted by applicable law has been submitted. Although immunization records are often transferred from a student's previous school, parents or guardians are responsible for ensuring that all records remain current and complete.

Parents requesting an exemption for immunization requirements must submit the appropriate documentation to the school.

All parents/guardians must complete and return the **Medical Consent Form**. If your child requires the administration of any prescription medications while at school, you must complete and return a **Prescription Medication Form** for each medication.

If a student requires medical attention while at school, school personnel will make a reasonable efforts to contact a parent or guardian immediately. Emergency medical services will be contacted when necessary.

Inclement Weather

It is the responsibility of the Executive Director to determine when it is necessary to cancel classes due to inclement weather. Notification of closure will be made as early as reasonably possible to allow adequate time for necessary arrangements.

Safety Fire / Tornado / Intruder Emergency Drills / Drug Searches

To promote a safe learning environment, White Horse Christian Academy conducts periodic emergency drills throughout the school year. These drills may include fire, severe weather lockdown, evacuation and other emergency response procedures.

Section 2- School Policies and Procedures

Enrollment

Each applicant is considered individually for admission. Because White Horse Christian Academy provides mastery-based instruction, student placement is determined by academic performance, educational needs, and appropriate instructional level rather than previous grades or academic history.

Continued enrollment is a privilege that depends on a student's academic effort, behavior, and willingness to cooperate with school policies.

Students who consistently demonstrate disruptive, defiant, disrespectful, or uncooperative behavior; refuse to participate in academic requirements; or whose behavior substantially interferes with the learning environment may be subject to disciplinary actions, including dismissal.

Academic Policies

Tests and Grading

Students in **K4 through 3rd** grade receive ongoing assessment rather than traditional report cards. Teachers evaluate academic, social, emotional, and developmental growth throughout the school year and communicate student progress regularly with parents through conferences and other appropriate communication.

Students in **Grades 4-12** receive report cards every nine weeks. Progress reports may be issued approximately every three weeks or as needed. These will be issued if the student's grades are below a 70 passing score in any subject.

Because White Horse Christian Academy follows a mastery-based educational model, students who do not demonstrate mastery on an assessment are provided opportunities for review and reassessment.

***First Assessment:** Recorded grade earned

***Second Assessment: (after teacher review)** Maximum recorded grade of 80

***Third Assessment:** Maximum recorded grade of 70

* If mastery has still not been demonstrated after assessments, the student and teacher must decide what is required for the student to pass the TEK.

Academic Integrity: Cheating and Plagiarism

Academic integrity is an essential part of the educational philosophy of White Horse Christian Academy.

Cheating includes any attempt to receive academic credit through dishonest means. Students found cheating on an assignment or assessment will receive a grade of (0) zero for that assessment. The grade will be recorded in the student's academic record.

Because WHCA emphasizes mastery learning, students who earn a failing grade due to honest academic effort may receive opportunities to review the material and retest according to school policy.

Plagiarism is the presentation of another person's words, ideas, or work as one's own without proper acknowledgement. Plagiarism is considered academic dishonesty and is subject to the same disciplinary consequences as cheating.

Students who plagiarize an assignment will be required to rewrite the assignment under the teacher's supervision. Appropriate academic penalties will also apply. Repeated acts of plagiarism or other forms of academic dishonesty may result in additional disciplinary actions, including dismissal.

Student Progress

Students are expected to make consistent academic progress throughout the school year.

Failure to complete required coursework within the allotted time may result in loss of credit or failure of the course. Students experiencing academic difficulty should communicate with their teacher as early as possible. Teachers may adjust deadlines or instructional pacing when educationally appropriate.

Teachers actively monitor each student's academic progress to maintain a balanced workload and ensure students complete coursework consistently throughout the year, rather than postponing more challenging subjects until the end of the school year.

Employment and Work Credits

- Students may earn **up to 2 elective credits per school year** through approved employment.
- A maximum of **4 total employment elective credits** may be earned during high school.
- To receive credit, students must:
 - Obtain staff approval.
 - Submit paycheck information showing hours worked (sensitive information will be redacted and securely stored).
 - Verify work hours during the last week of each quarterly grading period.
 - Complete job responsibilities satisfactorily.
 - Turn in all required monthly documentation.
- Credit is awarded based on hours worked during each nine-week grading period:
 - **30 hours = 0.25 elective credit** (up to **1 credit per year**).
 - **60 hours = 0.5 elective credit** (up to **2 credits per year**).

Credit for Off-Campus Activities

WHCA also awards **Pass/Fail elective credit** for approved activities not offered on campus.

- Generally, **54 contact hours = 0.5 elective credit**.
- These credits:
 - Count toward graduation requirements.
 - **Do not affect GPA** because they are graded Pass/Fail.
- Documentation from a teacher, coach, director, sponsor, or other supervising adult is required.

Eligible activities include:

- **Driver's Education:** Completion of the course or earning a driver's license = **0.5 credit** (hardship licenses do not qualify).
- **Fine and Performing Arts:** Theater, choir, voice, art, ballet, piano, guitar, drums, and other music or arts programs.
- **Athletics:** Basketball, baseball, softball, hockey, rodeo, equine competitions, tennis, golf, bowling, dance, gymnastics, karate, fitness programs, and participation through the **Stephenville Faith Association**.

- **Volunteer Service:** Hospitals, nursing homes, children's shelters, and community centers.
- **Civic Organizations:** Boy Scouts, Girl Scouts, Explorer Scouts, and similar organizations. Eagle Scout projects may qualify for **0.5 credit in Teen Leadership**.

In short, WHCA allows students to earn elective credits through **work experience** and **approved extracurricular activities**, provided they meet the documentation and participation requirements.

Dual Credit

- Students who meet **TSI (Texas Success Initiative)** requirements may take **dual credit** college courses.
- WHCA will help students:
 - Choose appropriate courses.
 - Understand the application process.
- **Students are responsible** for registering and enrolling in approved dual credit classes.

Assessment Testing

- **STAAR testing is not required** because WHCA is a private school.
- Students planning to attend college may need placement tests, although qualifying **SAT or ACT scores** may waive those requirements.
- Students should check with their intended college for specific admission and testing requirements.

Grade Point Average (GPA)

- WHCA calculates a **cumulative GPA** using all **numeric grades** earned in **grades 9–12**.
- The school **does not assign letter grades**, but if another school or college requests them, numeric grades may be converted as follows:
 - **A:** 90–100
 - **B:** 80–89
 - **C:** 70–79
 - **F:** Below 70 (*The handbook states "70 and below," but this appears to be a typographical error since 70–79 is already assigned a C.*)
- If a college requests a **4.0 GPA**, WHCA converts the numeric GPA based on:
 - The academic rigor of the student's courses.
 - The diploma plan completed.
- Transfer grades from schools that award credit for scores below 70 receive **1.0 GPA point**.

Students with Learning Differences or Other Needs

WHCA provides a **tailored curriculum and accommodations** for eligible students. WHCA does not provide a self-contained special education program for academics or behavior issues.

Academic Probation

Academic probation is intended for students who are **not meeting academic expectations because of incomplete work or lack of effort**, rather than because of documented learning disabilities, illness, or other qualifying circumstances. Parents are expected to inform the school of any such conditions.

Key policies include:

- **All new students** are placed on probation during their **first month** while the school evaluates their academic performance and behavior.
- If a new student is determined not to be a good fit for the WHCA program, the student may be dismissed.
- Students who **fail classes because of incomplete or unacceptable work** are automatically placed on academic probation.
- Students have **9 weeks** to raise failing grades to passing.
- If they continue to fail due to incomplete or unacceptable work after that period, they **will be dismissed** from WHCA.
- **Tuition is not refunded** if a student is dismissed for academic probation.
- A dismissed student may **reapply after at least one year**, subject to standard tuition and fees if readmitted.

Suspension

Suspension may result from:

- Repeated minor rule violations, or
- A major violation of school policies.

Additional points:

- School administrators determine the length of the suspension.
- Students are expected to demonstrate specific improvements in behavior before returning.
- A student may also be placed on **disciplinary probation** following a suspension.
- Suspended students may **not be on campus** during the suspension unless they receive administrative approval.

Expulsion / Dismissal

WHCA states that enrollment is considered a **privilege**. A student may be dismissed if their conduct or attitude, either on or off campus, conflicts with the school's principles or policies.

Reasons for expulsion or dismissal may include:

- A serious violation of school rules.
- Repeated behavioral problems.
- Continued poor academic performance.
- Behavior that disrupts the learning environment.
- Situations where the school determines it cannot adequately meet the student's needs.
- Failure to resolve academic or disciplinary probation.

If expulsion is recommended:

- The school will establish a withdrawal date.
- Standard withdrawal procedures will be followed.
- The dismissal may take effect **immediately** if the circumstances warrant it.

This section establishes a progression of consequences:

1. **Probation** for academic deficiencies or evaluation of new students.
2. **Suspension** for disciplinary issues.
3. **Expulsion or dismissal** for serious or ongoing academic or behavioral concerns, with dismissal possible immediately in some cases.

Daily Procedures

Arrival and Departure

Student arrival and departure times are monitored daily. Students are expected to arrive on time and remain at school for the entire instructional day unless excused by a parent or guardian.

Students who drive to school and arrive late must contact a parent or guardian upon arrival. The front office staff will speak with the parent or guardian to verify the student's arrival time.

Students arriving on campus before the official start of the school day should enter the school building immediately upon arrival. White Horse Christian Academy cannot assume responsibility for students who remain outside the building before school begins.

Students are expected to follow all school procedures regarding arrival, departure, and campus safety. Failure to comply with these guidelines will result in a warning. Continued disregard for driving or campus safety policies may result in disciplinary action, including dismissal from the school.

Homework

White Horse Christian Academy encourages students to develop personal responsibility and self-discipline by taking ownership of their academic progress. Responsibility for scholastic achievement rests primarily with the student through the establishment and completion of daily academic goals.

Teachers will assist students in setting appropriate goals and provide academic support, encouragement, and guidance as needed. There is a direct relationship between the consistent completion of daily assignments and a student's academic progress and success. Students are expected to complete all assigned work to the best of their ability and submit assignments by the established deadlines.

Daily Assembly (On-Campus Program)

Students enrolled in the on-campus program participate in a daily assembly designed to encourage spiritual growth, build community, and communicate important school information. Assembly may include:

- A brief motivational, informational, or Christ-centered devotional message.
- School announcements and upcoming event information.
- Recognition of student achievements and accomplishments.
- Prayer led by a staff member or student volunteer.

Daily Breaks

Students are provided with scheduled breaks throughout the school day to promote focus and well-being. A longer break is provided for lunch.

Students enrolled in the Distance Learning Program are encouraged to schedule periodic breaks throughout their school day to maintain healthy study habits and maximize learning effectiveness.

Communication with Parents

Parent Conferences

White Horse Christian Academy believes that a strong partnership between parents and faculty is essential to each student's success. Because the school seeks to complement the home in the education and development of every student, parent-teacher conferences are encouraged.

Parents or faculty members may request a conference at any time. To ensure adequate preparation and availability, all conferences must be scheduled in advance. Parents are encouraged to maintain open communication with teachers through email, phone, or other approved school communication methods.

Grade Reports

Official report cards are issued at the end of each grading period and reflect each student's academic performance using numerical grades.

Academic grades are earned based on the quality and completion of assigned work, quizzes, tests, projects, and other course requirements. A grade below 70 may be recorded when a student's performance reflects academic dishonesty, including cheating or plagiarism, failure to complete assigned work, lack of reasonable academic effort, or not following direct instructions.

Daily Student Progress

Parents are encouraged to monitor their student's academic progress throughout the school year. Daily assignments, grades, and progress reports are available through the school's online student information system. Parents should contact the school office for assistance with accessing their student's records.

Minimum Academic Progress and Active Enrollment

Students are expected to make consistent academic progress throughout the school year. Continued enrollment at White Horse Christian Academy is contingent upon maintaining satisfactory academic progress and meeting the school's minimum testing and assignment requirements each calendar month.

Attendance and punctuality are important components of student success. Student absences and tardiness are recorded as part of the student's permanent school record. On-campus students are expected to be seated and prepared to begin instruction promptly at **8:10 a.m.** Students arriving after the start of the school day should enter the classroom quietly and with minimal disruption to the learning environment.

Students enrolled in the Distance Learning Program are expected to maintain a regular and consistent study schedule at home and complete coursework according to established deadlines.

Students who repeatedly fail to meet the school's minimum academic progress requirements may be placed on

academic probation. A student who is placed on academic probation twice during a single school year may be subject to dismissal at the discretion of the administration.

Whenever possible, appointments such as doctor visits, dental appointments, counseling sessions, driver's license testing, or job interviews should be scheduled outside of regular school hours to minimize interruptions to the student's education.

Parents of students enrolled in the On-Campus Program are expected to make every reasonable effort to ensure their children arrive at school on time each day. Parents of students enrolled in the Distance Learning Program are responsible for supervising their student's daily instructional schedule and ensuring that coursework is completed consistently.

If a student experiences a chronic illness or medical condition that results in frequent absences or tardiness, the school will consider reasonable accommodations upon receipt of appropriate documentation from a licensed healthcare provider. Such situations will be reviewed on an individual basis by the administration.

Forms and Documents for Other Agencies and Institutions

Verification of Enrollment (TEA Certificate)

Students who have been enrolled at White Horse Christian Academy for a minimum of **30 days** and who are meeting the school's minimum monthly academic progress requirements may request a **Verification of Enrollment (VOE/TEA Certificate)** for the purpose of obtaining or renewing a Texas driver's license.

Students who are on academic probation are not eligible to receive a Verification of Enrollment certificate until they have successfully completed the probationary period and have returned to good academic standing. The certificate will be issued on the first school day following the completion of the probationary month, provided all probationary requirements have been met.

Students who have been enrolled at White Horse Christian Academy for fewer than 30 days may be eligible to receive a Verification of Enrollment certificate if they meet the following conditions:

- They maintained at least **90% attendance during the previous 45 school days** at their former school.
- No more than one week elapsed between withdrawal from the previous school and enrollment at White Horse Christian Academy.

Requests for Verification of Enrollment certificates should be submitted to the school office at least **one business day** in advance to allow adequate processing time.

Documents for Outside Agencies and Institutions

White Horse Christian Academy will complete and certify enrollment verification forms and other official documents requested by colleges, employers, government agencies, scholarship organizations, insurance companies, or other institutions when appropriate.

To be eligible for certification, the student must:

- Be actively enrolled at White Horse Christian Academy.
- Be making satisfactory academic progress and meeting the school's minimum academic requirements.
- Have a financial account that is current unless other arrangements have been approved.

The school reserves the right to delay or decline completion of requested documentation until these requirements have been satisfied.

Section 3 – General Policies

School Supplies

White Horse Christian Academy maintains a simple school supply list to help keep educational costs reasonable for families. At a minimum, students should have:

- Pencils
- Highlighters
- A spiral notebook
- A calculator recommended by the student's teacher

A graphing calculator is recommended for students enrolled in upper-level mathematics and science courses.

A complete school supply list for each grade level is available for download on the White Horse Christian Academy website.

Food and Beverages

To help maintain a clean, orderly, and distraction-free learning environment, beverages other than water in a closed container are not permitted in the classrooms.

Students may consume snacks only during designated break times. All food and beverages, including soft drinks, sports drinks, juice, and similar items, should be consumed during lunch or other scheduled breaks. Students are expected to clean up after themselves and dispose of all trash before returning to class.

Student Parking and Driving

Students who drive to school are expected to operate their vehicles in a safe, courteous, and responsible manner at all times.

Students must:

- Park only in designated student parking areas.
- Observe all posted speed limits and traffic patterns on school property.
- Refrain from excessive speed, squealing tires, reckless driving, loud music, or other disruptive behavior while entering or leaving campus.
- Keep vehicles locked and remain out of their vehicles during school hours.

Reports of reckless or unsafe driving on County Road 177 or in the vicinity of the school may result in disciplinary action, including suspension or revocation of on-campus driving privileges.

White Horse Christian Academy assumes no responsibility for theft of, damage to, or accidents involving student vehicles while on school property.

Cell Phone and Electronic Device Policy

To promote a focused and distraction-free learning environment, student cell phones and other personal electronic devices are not permitted during the instructional day unless specifically authorized by a teacher or administrator for educational purposes.

Students are required to turn in their cell phones to their teacher upon arrival each morning. Devices will be securely stored and returned at the end of the school day.

Any student found in possession of or using a cell phone or other unauthorized electronic device during school hours without permission will have the device confiscated and returned at the end of the school day.

Students who violate the cell phone policy more than twice may be subject to additional disciplinary action, which may include:

- Loss of the privilege of bringing a cell phone or personal electronic device to school.
- Parent conference.
- Suspension.
- Dismissal from White Horse Christian Academy.

Student Appearance and Dress Code

White Horse Christian Academy's dress and grooming standards are intended to promote a respectful, Christ-centered, and academically focused learning environment. Student appearance should reflect modesty, cleanliness, good judgment, and respect for themselves and others.

The school's dress code is based on two guiding principles: Message and Modesty.

Message

Students' clothing should communicate values consistent with the mission and standards of White Horse Christian Academy.

The following attire is not permitted:

1. Clothing that advertises or depicts alcoholic beverages, tobacco or nicotine products, vaping products, illegal drugs, or secular music groups or performers.
2. Clothing displaying profanity, vulgar or inappropriate language, racial slurs, gang-related symbols, weapons, skulls associated with violence or the occult, satanic imagery, sexually suggestive

content, graphic violence, or other images or messages that are inconsistent with Christian values.

3. Pajamas, sleepwear, blankets worn as clothing, or visible undergarments.
4. House shoes or slippers. Appropriate footwear must be worn at all times.
5. Pants worn below the waist ("sagging") or clothing that exposes undergarments. Pants must be worn securely at or near the waist regardless of shirt length.
6. Hooded sweatshirts may be worn; however, hoods must remain off while inside school buildings unless otherwise approved by school administration.

The administration reserves the right to determine whether clothing, accessories, hairstyles, or personal appearance are appropriate for the school environment. Students who do not comply with the dress code may be required to change clothing, contact a parent or guardian to bring appropriate attire, or be subject to disciplinary action.

Modesty

White Horse Christian Academy expects students to dress in a manner that reflects modesty, respect, and consideration for the school environment. The following guidelines are provided to help students and families understand appropriate school attire:

1. Clothing that is see-through, excessively tight or body-hugging, exposes the midriff, includes spaghetti straps, is strapless, is low-cut, reveals cleavage, or exposes undergarments is considered immodest and is not appropriate for school. All tops must have sleeves of some kind.
2. Halter tops and tank tops are not permitted. Shirts must be long enough to remain tucked in during normal school activities or long enough to cover the upper back edge of the student's bottoms when sitting at a desk or bending over.
3. Skirts, shorts, and dresses must have hemlines that extend to at least just below the fingertips when arms are fully extended at the student's sides.
4. Tight-fitting or excessively short skirts are not permitted. Shorts must meet the following standards:
 - Be loose-fitting (biking shorts, cutoffs, boxer shorts, or similar styles are not permitted).
 - Be hemmed or cuffed.
 - Extend to at least just below fingertip length when arms are fully extended at the student's sides.
5. Leggings, yoga pants, and tights (including mesh, net, sheer, or similar styles) may only be worn when paired with an appropriate dress, skirt, shorts, or top that extends to at least fingertip length with arms fully extended, as determined by WHCA staff.

Students who violate the dress code must correct the situation by choosing one of the following options:

- a. Change into appropriate clothing. WHCA may provide alternative clothing if available.
- b. Leave campus for the remainder of the school day.

Turning a shirt inside out or otherwise attempting to conceal inappropriate wording, images, or designs does not constitute correction of the violation. Students must follow one of the options listed above.

The administration reserves the right to determine whether clothing, accessories, or personal grooming

choices not specifically addressed in this policy are appropriate for the school environment. Repeated dress code violations may result in disciplinary action, including suspension or dismissal.

Student Conduct

Students at White Horse Christian Academy are expected to demonstrate responsible, courteous, and respectful behavior at all times while on campus, participating in school activities, or representing WHCA. The following guidelines are provided to clarify expectations for student conduct.

Alcohol and Other Illegal Substances

Students who arrive at school under the influence of alcohol or illegal substances will be suspended. Parents or guardians must meet with administration before the student may be considered for reinstatement. Repeated offenses may result in dismissal.

Students who bring alcohol or illegal substances to school or any school-sponsored activity will be placed on an immediate three-week suspension. During the suspension period, the student may not attend WHCA. Before returning to campus, the student and parents/guardians must meet with administrative staff.

Tobacco and E-Cigarettes

White Horse Christian Academy is committed to supporting the physical, emotional, and spiritual well-being of its students. Students may not possess or use tobacco products, smokeless tobacco, vaping devices, or E-cigarettes in any form while at WHCA or during school activities.

Students may not smoke on the sidewalk or areas immediately surrounding the school. Texas law prohibits the use of tobacco products within 500 feet of school property.

Any tobacco products, vaping devices, or smoking-related paraphernalia found on campus will be confiscated, and appropriate disciplinary action will be taken, including notification of parents or guardians.

Students who use tobacco products must leave those products in their vehicle or at home.

Cursing and Profanity

White Horse Christian Academy expects students to use language that demonstrates respect for God, themselves, and others. Curse words, disrespectful slang, obscene or profane gestures, and the use of God's name or Jesus' name in a disrespectful manner are not acceptable at WHCA.

Such language or behavior may not be directed toward staff members, students, or others on campus.

The first offense will result in the student being sent home for the remainder of the school day. Repeated offenses may result in additional disciplinary action, including dismissal.

Social Media

Students are expected to represent themselves and White Horse Christian Academy in a manner that reflects respect, responsibility, and good character both online and in person. Inappropriate social media content may result in disciplinary action from the school.

Students should carefully consider that social media accounts, including platforms such as Facebook, Instagram, Snapchat, and other online forums, reflect their personal values and reputation. Students are encouraged to post content that they and their families would be proud to share.

Posts or online activity that include foul language, inappropriate images, bullying, harassment, illegal activity, or other content inconsistent with WHCA standards may result in disciplinary action, including dismissal from White Horse Christian Academy.

Harassment or Bullying of Other Students or Staff

White Horse Christian Academy does not tolerate harassment, bullying, threats, name-calling, fighting, intimidation, or any behavior intended to harm, embarrass, or mistreat another student, staff member, or member of the school community.

All incidents of harassment or bullying should be reported immediately to a teacher, administrator, or staff member. Depending on the severity of the behavior, disciplinary action may include suspension or dismissal, even for a first offense.

Bullying includes written, verbal, electronic, or physical conduct that occurs:

- On school property;
- At school-related activities;
- Online or through electronic communication; or
- In a vehicle operated by WHCA.

Bullying is behavior that:

- Causes or may cause physical harm to a student or damage to a student's property;
- Places a student in reasonable fear of harm to their person or property; or
- Is severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment.

Any student who believes they are being bullied or who witnesses bullying is expected to report the incident immediately to a teacher, principal, or another staff member. All reports will be addressed, and consequences may include disciplinary action up to and including dismissal.

Stealing

Students are expected to respect the property of others. Students found in possession of items that do not belong to them will be subject to disciplinary action.

If a staff member has reasonable suspicion that a student has stolen property, WHCA reserves the right to search the student's desk, backpack, purse, vehicle, or other personal belongings. Refusal to cooperate with such a search will be addressed under the "Refusal to Obey" section of this handbook.

Students who engage in theft may be dismissed from White Horse Christian Academy.

Weapons and Explosive Materials

Students are prohibited from bringing firearms, explosive devices, knives, weapons, or any item that could reasonably be considered a weapon to WHCA or any school-related activity.

The discharge of fireworks or any explosive materials is also prohibited.

Any weapons-related incident will be reported immediately to law enforcement. The first offense may result in immediate suspension, followed by transfer to the Home Study Program or dismissal, as determined by administration.

Treatment of School Property

Students are expected to treat school property with care and respect. Any damage, misuse, vandalism, or destruction of school property may result in disciplinary action, fines, replacement costs, and possible dismissal.

Vandalism includes, but is not limited to, marking, staining, soiling, breaking, tearing, or otherwise damaging school property.

Misuse of Time

Students are expected to use instructional time responsibly and remain engaged in assigned activities. Sleeping, drawing, reading unrelated materials, writing notes, or other nonproductive behaviors may result in the student being sent home for the remainder of the day.

Repeated violations may result in suspension or dismissal.

Inappropriate Written or Visual Materials

Students may not possess, display, share, or distribute materials at school that are inconsistent with WHCA standards, including but not limited to:

- Song lyrics or materials promoting satanic themes, violence, abuse, or inappropriate behavior;
- Sexually explicit or inappropriate songs, photographs, videos, or written materials;
- Any content that promotes values contrary to the expectations of White Horse Christian Academy.

Students found in possession of inappropriate materials may face disciplinary action, including suspension or dismissal.

Prohibited Items

Students may not use personal electronic devices, including iPods, MP3 players, or other personal electronic equipment, during school hours unless specifically approved by a teacher for educational purposes.

Unauthorized use of electronic devices during school hours will result in confiscation. Confiscated devices will be kept overnight, or the student may choose to pay a \$20 fee to have the device returned at the end of the school day.

Cigarettes, tobacco products, cigarette lighters, matches, rolling papers, pipes, vapor pipes, vaping devices, and E-cigarettes are strictly prohibited on campus and at all school-related activities. Any prohibited tobacco or vaping items found will be confiscated and disposed of. A second offense may result in suspension or dismissal.

The administration reserves the right to prohibit any item that interferes with the learning environment, safety, or standards of White Horse Christian Academy.

Public Display of Affection

The school day at WHCA is considered a time for learning, personal growth, and responsible conduct. Students are expected to conduct themselves in a respectful and appropriate manner.

Public displays of affection are not permitted because they can distract from the learning environment and may be inappropriate for the school setting. Any physical contact between students may be

considered inappropriate and will be addressed by faculty or administration.

Any behavior or activity that disrupts the learning environment may be restricted at the discretion of WHCA faculty and administration.

Refusal to Obey

Respect for authority and a willingness to follow reasonable instructions are essential parts of the WHCA community. Refusal to obey a directive from any WHCA staff member is considered a serious violation of school expectations and may be viewed as an act of disrespect.

If a student has questions or concerns regarding a staff member's directive, the student may request a private conversation with the staff member after the school day has ended. If a student believes a directive is unfair, the student may request a meeting with the teacher or principal to discuss the concern.

However, ignoring or refusing to follow a reasonable directive is unacceptable and may result in disciplinary action, including suspension or dismissal.

Lost Work Texts

Students are responsible for the care and return of all assigned work texts and textbooks. Lost or damaged work texts and textbooks must be replaced at the student's expense.

Replacement costs may range from \$8.00 to \$75.00, depending on the item. Students must turn in completed work texts before examinations will be issued.

Computer Use

WHCA provides students with access to computers and Wi-Fi to support educational activities, including writing assignments, conducting research, viewing approved course materials, and completing online coursework.

Students may only use WHCA computers and laptops for their designated educational purposes. Unauthorized activities, including visiting inappropriate or unauthorized websites, downloading unauthorized materials, or altering computer settings, are strictly prohibited.

Failure to follow computer-use guidelines may result in the loss of computer privileges. Repeated violations may result in suspension or dismissal.

Students and parents must review and agree to the Technology Use Agreement before receiving computer privileges.

Threats of Violence Policy

White Horse Christian Academy maintains a zero-tolerance policy regarding threats or perceived threats of violence by students.

Any student who brings a weapon to school, a school-sponsored activity, or has a weapon in their possession on campus is subject to immediate dismissal. Any written, spoken, electronic, or implied statement indicating a willingness or intent to damage school property, another person's property, or cause harm to another individual will be considered a threat of violence.

If WHCA determines that a threat of violence is credible and specific, particularly one directed toward a student or staff member, administration will take appropriate steps to notify the individuals affected and will report the threat to the appropriate authorities as required.

Any student who threatens or communicates a threat of bodily harm toward another student or staff member, whether on or off campus, may be subject to immediate dismissal.

Backpack, Purse, and Bag Checks

White Horse Christian Academy reserves the right to inspect backpacks, purses, bags, desks, vehicles, or other personal belongings brought onto school property when there is reasonable suspicion that they contain illegal substances, stolen property, answer keys, unauthorized materials, or items that may distract from the learning environment or violate school policies.

Any prohibited items discovered during a search may be confiscated, and appropriate disciplinary action will be taken.

Sexual Harassment and Sex-Based Harassment

White Horse Christian Academy is committed to providing all students with a safe, respectful, and educational environment free from sexual harassment, sexual abuse, sexual exploitation, and other sex-based harassment. Sexual harassment is prohibited regardless of whether it occurs on school property, during school-sponsored activities, on school transportation, or through electronic communications when the conduct affects the school environment or a student's participation in school programs.

Prohibited Conduct

Sexual harassment may include, but is not limited to:

- Unwelcome sexual advances, requests for sexual favors, or other unwelcome sexual conduct;
- Sexual comments, jokes, gestures, or remarks about a person's body or sexual activity;
- Sexually suggestive messages, photographs, videos, drawings, or electronic communications;
- Repeated unwanted requests for dates or sexual activity;
- Unwelcome sexual touching or physical contact;

- Sexual rumors, propositions, or sexually demeaning comments;
- Sharing or requesting sexually explicit images or material involving students;
- Sexual harassment through text messages, social media, gaming platforms, email, or other electronic communications;
- Sexual conduct, grooming, or inappropriate boundary violations by an employee or other adult toward a student; and
- Retaliation against a person who reports sexual harassment, participates in an investigation, or supports another person who makes a report.

Conduct does not have to be directed at a particular student to violate this policy. The school may also address conduct that creates a hostile, intimidating, or offensive educational environment.

Reporting

Students and parents/guardians are encouraged to report suspected sexual harassment promptly to a teacher, counselor, principal, administrator, or the school's designated Title IX coordinator. A report may be made verbally or in writing.

A student does not need to confront the person accused of harassment before making a report.

School employees who receive information suggesting that a student may have experienced abuse, sexual misconduct, or other reportable conduct must follow all applicable mandatory-reporting and school-district procedures.

Response to Reports

The school will respond promptly and appropriately to reports or observations of sexual harassment. Depending on the circumstances, the school may:

1. Take immediate steps to protect the safety and educational access of the student;
2. Provide supportive measures to affected students;
3. Investigate or otherwise determine what occurred;
4. Notify parents or guardians when required or permitted by law and school policy;
5. Refer suspected criminal conduct or child abuse to appropriate law-enforcement or child-protection authorities when required;
6. Take appropriate corrective or disciplinary action when a violation is substantiated; and
7. Take reasonable steps to prevent recurrence and address effects on the school environment.

The school will follow applicable grievance and investigation procedures, including procedures required under Title IX and applicable state law.

Confidentiality and Privacy

The school will respect the privacy of students and families to the extent reasonably possible and permitted by law. Information may be shared with school personnel or outside authorities when necessary to investigate a report, protect students, comply with legal obligations, or provide appropriate support.

Retaliation Prohibited

Retaliation against any student, parent/guardian, employee, or other person who in good faith reports sexual harassment, participates in an investigation, or provides information is prohibited. Retaliation may result in disciplinary action.

False Reports

Knowingly making a false accusation or intentionally providing false information during an investigation may result in disciplinary action. A report made in good faith is not considered a false report merely because the allegation cannot be substantiated.

Employee-Student Boundaries

Employees and other adults working with students are expected to maintain appropriate professional boundaries. Romantic or sexual conduct between an employee and a student is prohibited. Inappropriate private communications, sexualized conversations, requests for sexual material, grooming behavior, or other conduct that violates professional boundaries must be reported and will be addressed under applicable law and district policy.

Parent/Guardian Notice

Parents and guardians are encouraged to communicate promptly with the school if they have concerns regarding sexual harassment, sexual misconduct, inappropriate adult-student interactions, or a student's safety. The school will provide information regarding applicable reporting and grievance procedures upon request.

Non-Discrimination

The school prohibits discrimination and harassment on the basis of sex and will administer its programs and procedures in accordance with applicable federal and state law.

Designated Title IX Coordinator:

Name: _Vanessa Halford_____
Title: __Executive Director_____
Telephone: __254-459-1230_____
Email: __vanessa@whitehorseca.com__

School Administrator/Complaint Contact:

Name: _Vanessa Halford_____
Telephone: __254-459-1230_____
Email: __vanessa@whitehorseca.com__

Section 4 – Parent Responsibilities

Payment of Fees

White Horse Christian Academy relies on tuition and fees to provide quality education, compensate faculty and staff, purchase curriculum, and maintain the facilities necessary for student learning. Because of this, families are expected to fulfill their financial commitments in a timely manner.

Parents or guardians are responsible for ensuring payment of all tuition, curriculum costs, and school fees outlined in the enrollment agreement.

To attend the first semester of the school year, tuition and fees must either be paid in full or an approved payment arrangement must be established with WHCA. Payment plans may be available over a ten-month period beginning August 1 and ending May 1. All payments include tuition, curriculum, and applicable school fees.

Registration fees, curriculum fees, and other school fees are non-refundable and non-transferable. Student transcripts and report cards may be withheld until all financial obligations have been satisfied.

Financial Policies

Families choose private education for many reasons, but a primary reason is the desire to invest in their child's future and provide opportunities for academic and personal growth.

White Horse Christian Academy is committed to providing a unique educational experience through individualized instruction, encouragement, mentoring, and academic coaching. Our teachers spend significant time working with each student to help them master learning and develop the skills necessary to master life. WHCA seeks to complement the role of parents, not replace it, by partnering with families in the education and development of their children.

Because our faculty and staff are fully committed to serving students and families, WHCA expects a similar commitment from enrolled families. The following financial policies are established to maintain the health and stability of the school:

1. Tuition and fees for the Fall Semester are due August 1. A late fee will be applied beginning August 2 unless prior arrangements have been approved by WHCA. For students beginning school in August or January, all tuition and fees must be current before attendance begins.
2. Tuition and fees are non-refundable and non-transferable for any reason. This policy allows WHCA to meet its financial obligations to teachers, staff, curriculum providers, and other school commitments.
3. Returned checks due to insufficient funds will result in a \$35 insufficient funds fee.

Students will not receive credit for affected work until the financial obligation has been resolved.

4. Families needing monthly payment arrangements must contact the Financial Administrator for approval and setup.
5. Families experiencing financial difficulties are encouraged to communicate with the school office. WHCA desires to work with families whenever possible, and open communication is always preferred over unresolved financial concerns.

Parent Conduct

Parents are expected to model respectful, responsible, and appropriate behavior toward their children, other students, families, faculty, staff, and administration.

Behavior that conflicts with WHCA's principles, including inappropriate, disrespectful, disruptive, or threatening conduct, may result in the removal of the family from the school. If a family is dismissed from WHCA, paid tuition and fees will be forfeited.

Student Accountability (Online Program)

Parents of online students play an essential role in their student's success. Parents are expected to monitor student progress, ensure adequate study time is scheduled, verify that work texts are returned according to the student's individual plan, and encourage students to be prepared for examinations.

Parental Integrity

White Horse Christian Academy values the close-knit community that exists among our students, families, and staff. Parents are expected to handle concerns with integrity, respect, and direct communication.

Parents may not post negative, inappropriate, or harmful comments on social media regarding WHCA students, families, teachers, staff, programs, or procedures.

Concerns involving another student, parent, teacher, staff member, or school procedure should be addressed privately through the appropriate channels by contacting the teacher, administrator, or Executive Director.

Social media is not an appropriate place to resolve conflicts or express grievances involving the WHCA community. A student's enrollment may be affected if a parent chooses to use social media in a manner that is harmful to the school community or violates these expectations.

Parent Conferences

White Horse Christian Academy desires to partner with parents in providing the best education possible for each student. Communication between families and the school is essential to student success.

Parents, faculty, or administration may request a parent conference. Conferences must be scheduled in advance, and parents or guardians are expected to attend conferences requested by school staff.

When appropriate, students may participate in conferences to encourage responsibility and ownership of their educational progress. In some situations, a phone conversation or email communication may be sufficient. **Documentation may be placed in the student's file when appropriate.**

Parent Complaints

WHCA encourages concerns to be addressed respectfully and directly. Complaints regarding a teacher or staff member should first be discussed privately with that individual by requesting an appointment outside of normal school hours.

If the concern cannot be resolved, a meeting may be arranged involving the administration, the staff member, and the parent or complainant to seek a resolution.

Attendance

Consistent attendance is essential for student success. Because WHCA students progress through mastery-based learning, missed instructional time can significantly impact academic progress.

Parents are responsible for ensuring their students attend school regularly and arrive prepared to learn. Student progress is measured by the completion and mastery of required units each month or through teacher checklists for elementary students.

Excessive absences may prevent a student from maintaining adequate progress and may result in enrollment being reviewed or terminated.

Tardiness

Students are expected to arrive at school on time and be prepared for the instructional day.

High school students must be present by 8:15 a.m. and will be marked tardy if they arrive after that time. Students in grades K–8 must also be in the school building by 8:15 a.m. to avoid being marked tardy.

A pattern of excessive tardiness will result in a parent conference and may become part of the student's

permanent record.

Parents are responsible for addressing excessive tardiness for students who do not drive. Late arrivals interrupt classroom instruction, require additional teacher attention, and impact the learning environment for other students.

Students who drive may not leave school early without prior verification from a parent or guardian. Another student may not leave campus with a student driver unless they are siblings.

White Horse Christian Academy

Acknowledgement of Student & Parent Handbook Policies

Student Name: _____

Date: _____

The complete **White Horse Christian Academy Student & Parent Handbook** is available online at www.whitehorseca.com. By signing below, I/we acknowledge that we have access to the Handbook and understand that students and parents/guardians are expected to comply with all policies and procedures contained therein, including the following:

I. Dress Code

I understand that I am expected to comply with the White Horse Christian Academy dress code. If my clothing does not conform to the stated policies or is determined by administration or staff to be inappropriate, I understand that I may be required to do one of the following:

- Wear clothing provided by White Horse Christian Academy, if available.
- Leave campus or have a parent/guardian bring appropriate clothing. Until appropriate clothing arrives, I will remain in a designated area.
- Stretch pants, yoga pants, leggings, jeggings, and other tight-fitting pants may only be worn with an acceptable dress, skirt, shorts, or top that extends just below the fingertips when the arms are fully extended, as determined by WHCA staff.
- Turning a shirt or other garment inside out **does not constitute an acceptable correction** to a dress-code violation.

II. Alcohol and Illegal Substances

I understand that if I arrive at school under the influence of alcohol or illegal substances, I will be immediately separated from other students until a parent/guardian or other responsible individual designated by the parent/guardian can come to school and take me home.

In addition, I understand that one or more of the following consequences may apply:

- A parent/guardian conference with the principal to discuss whether the student will be permitted to return to campus.
- Suspension for a period determined by the principal.
- Immediate dismissal from White Horse Christian Academy.

III. Cell Phones and Smart Devices

I understand that cell phones are **not permitted during school hours unless given permission by a staff member**. Cell phones must be turned off and put away at the beginning of the school day.

If I use my cell phone during a time when it is not permitted, the teacher will confiscate the phone and turn it in to the office. The student may retrieve the phone from the office at the end of the school day.

A second offense will result in a **\$20.00 fee** that must be paid before the phone is returned.

If a student repeatedly disregards the cell phone policy, the student may be prohibited from bringing a cell phone, Apple Watch, or other electronic device that interferes with the student's ability to remain focused on schoolwork.

IV. Personal Electronic Devices

I understand that iPods, MP3 players, and other personal electronic devices are not permitted for use during school. Such devices must remain out of sight and may not be used during breaks or other student-free times unless specifically authorized by staff.

If an electronic device is used in violation of this policy, the device may be confiscated and kept in the office overnight.

The student may choose to pay a **\$20.00 fee** to retrieve the device at the end of the school day. Repeated violations may result in the student being prohibited from bringing personal electronic devices to school.

V. Conduct Resulting in Removal from School

I understand that I may be sent home immediately for any of the following:

- **Profanity:** Depending on the nature and severity of the language, a documented warning may be issued at the discretion of the staff or faculty.
- **Disrespectful behavior** toward any adult, employee, or volunteer.
- **Suspected possession of, or being under the influence of, drugs or alcohol.**

VI. Student Drivers and Parking

Students who drive themselves to school are expected to enter and exit the parking lot in an orderly and responsible manner.

The following behaviors are not permitted:

- Squealing tires.
- Loud music.
- Drag racing or other reckless driving.
- Going to a vehicle during school hours without permission.

Violations of this policy may result in the loss of student parking privileges.

White Horse Christian Academy is not responsible for accidents, damage, injuries, or other incidents caused by student drivers.

VII. Language, Gestures, and Respect

Curse words, disrespectful or vulgar slang, using the name of God or Jesus Christ in a disrespectful or irreverent manner, and obscene or profane gestures are **not acceptable at White Horse Christian Academy**.

Such language or behavior may not be directed toward staff, faculty, volunteers, or other students.

A first offense may result in the student being sent home for the remainder of the school day. Repeated offenses may result in dismissal from White Horse Christian Academy.

Acknowledgement

I/We acknowledge that we have access to and are expected to read and abide by all policies and procedures contained in the White Horse Christian Academy Student & Parent Handbook.

I/We understand that White Horse Christian Academy may modify its policies and procedures as necessary and that families will be notified in writing of material changes.

I/We understand that complaints, concerns, or grievances regarding White Horse Christian Academy should be submitted in writing and/or by phone and will be addressed in a timely manner.

I/We understand that a violation of school policies, procedures, or enrollment agreements may be grounds for termination of enrollment. Under ordinary circumstances, two weeks' notice will be provided; however, an infraction of sufficient severity may result in termination of enrollment without notice.

By signing below, I/we acknowledge that we have read, understand, and agree to comply with the policies outlined above and with the policies contained in the complete White Horse Christian Academy Student & Parent Handbook.

STUDENT

Printed Name: _____

Signature: _____

Date: _____

PARENT/GUARDIAN

Printed Name: _____

Signature: _____

Date: _____

White Horse Christian Academy

Student Technology Use Agreement

White Horse Christian Academy provides students with access to technology and the internet for **educational purposes only**. Technology is provided to enhance and facilitate learning, communication, research, and academic work.

Students are expected to use all technology responsibly and in a manner consistent with the mission and core values of White Horse Christian Academy, as well as the policies established in the **Student/Parent Handbook**.

Technology Usage

Students are expected to treat all technology equipment with care and respect.

Students must:

- Handle computers, calculators, headphones, cords, and other equipment carefully.
- Never slam, drop, throw, or otherwise carelessly handle technology equipment.
- Never leave technology equipment unattended.
- Shut down computers and turn off calculators before returning them to the front desk or designated storage area.
- Return power cords and headphones neatly wrapped and properly stored.

- Report damaged or malfunctioning equipment to a staff member immediately.

Students may be held responsible for damage resulting from careless, intentional, or unauthorized use of school technology.

Personal Safety and Information

Students should not save documents, photographs, or other files containing personal information to a specific school computer unless specifically instructed to do so by a teacher or staff member.

White Horse Christian Academy does not guarantee that files saved to a particular computer will remain available the next time the computer is used.

Students should never share passwords, personal information, or other confidential information through school technology or internet connections unless specifically authorized for an educational purpose.

Unacceptable Use of WHCA Technology or Internet Connections

The following activities are prohibited when using White Horse Christian Academy technology, computers, calculators, internet connections, or other technology resources:

1. Engaging in any activity that violates a policy established in the Student/Parent Handbook.
2. Destroying, damaging, altering, or attempting to vandalize data, equipment, networks, or other technology resources, including the use of hacking tools.
3. Removing any part of a technology device or equipment without permission.
4. Inserting non-WHCA disks, CDs, storage devices, or other media into a school computer without permission.

5. Altering or modifying a computer or other school technology in any way without permission, including changing desktop backgrounds, installing unauthorized programs, or placing passwords on school equipment.
6. Browsing the internet unless internet access is required or specifically authorized for an assignment or other school-related purpose.
7. Visiting inappropriate or unauthorized websites, including social media websites such as Facebook, Instagram, TikTok, Snapchat, or similar platforms.
8. Accessing personal or non-WHCA email accounts without permission.
9. Downloading music, videos, pictures, applications, or other files for personal use.
10. Violating copyright laws or software licensing agreements, including making unauthorized or illegal copies of digital media, software, or files.
11. Downloading, uploading, creating, or distributing computer viruses, malware, or other harmful software.
12. Distributing electronic files or engaging in other activity that causes network congestion, disruption, or significantly interferes with another person's ability to access or use the internet.
13. Sending mass emails, chain emails, spam, or inappropriate electronic materials.
14. Attempting to repair computer problems, install updates, or make changes to a computer or other device without permission, even if prompted by the device.
15. Seeking, obtaining, copying, altering, deleting, or attempting to destroy files, data, passwords, or other information belonging to another student or user.
16. Communicating with other students during class time through instant messaging, Skype, or other communication applications unless specifically authorized by the teacher for an educational purpose.
17. Participating in cyberbullying or other inappropriate online behavior, including harassment,

defamation, threats, hate messages, impersonation, stalking, intimidation, or intentionally causing harm to another person.

18. Attempting to gain unauthorized access to the WHCA network, administrative accounts, restricted files, or other protected systems.
19. Attempting to bypass, circumvent, disable, or otherwise interfere with network security, content filtering, password protection, or a computer's virus protection.
20. Connecting personal devices to WHCA computers or networks without permission.
21. Interfering with another student's ability to access or use WHCA technology resources.
22. Allowing another student to use technology or equipment that has been assigned or signed out to you.
23. Using a school calculator for purposes other than authorized academic or mathematical work.
24. Downloading programs or games onto school calculators or using calculators to write text messages or other unauthorized content.

Technology Is a Privilege

Access to White Horse Christian Academy technology and the internet is a privilege, not a right.

White Horse Christian Academy reserves the right to restrict, suspend, or revoke a student's access to technology or internet resources when a student violates this agreement, the Student/Parent Handbook, or other school policies.

Students may also be subject to additional disciplinary action, including loss of technology privileges, suspension, or dismissal, depending upon the nature and severity of the violation.

I have read and understand this **Student Technology Use Agreement**. I understand the expectations for responsible use of White Horse Christian Academy technology and internet resources. I agree to abide by all policies and procedures outlined in this agreement, as well as all applicable provisions of the Student/Parent Handbook.

Student Acknowledgement

Student Printed Name: _____

Student Signature: _____

Date: _____