

Belize Christian Academy
P.O. Box 237
Belmopan, Belize, Central America
(Located at Mile 47 Western Highway)

Tel. 822-3048
Email: information@belizechristianacademy.com
www.belizechristianacademy.com

Welcome to Belize Christian Academy (BCA)

Belize Christian Academy is committed to educational quality and excellence. Our students perform at top levels academically both in the Cayo District and Nationally.

We thank you for your interest in our school and pray God's blessings over your family.

Vision

To be a world class school graduating Christ centred leaders to transform Belize and beyond.

BCA is an excellent place for students who want a great education, extensive extracurricular opportunities, friends for life, and a solid biblical foundation. BCA is also an excellent place to work. Our small class sizes make a big difference in the educational development of the student and performance of the staff. Our primary classes are no larger than 20 and our high school classes are no larger than 25. All students have textbooks and materials to be successful in school. Our staff is provided with teacher's guides, materials, professional development and administrative support.

Accreditations and Memberships

- Belize Christian Academy is recognized and approved by the Ministry of Education, Government of Belize.
- Belize Christian Academy is also an ACSI (Association of Christian Schools International) member school.
- Belize Christian Academy is in the process of obtaining accreditation from SACS (Southern Association of Colleges and Schools)

Admission Policies and Procedures

Application for Enrollment

Once the application has been completely filled out, an appointment will be set up with the principal to meet with the student and the parents. A placement test will be administered for students entering 1st – 8th grades, and the school will make an admission/placement decision within a short time. There is a testing fee of \$50.00.

After students have been accepted to Belize Christian Academy, there are a number of other steps that must be completed before a student is officially enrolled.

- 1. An enrollment fee must be paid.*
- 2. The proper documents must be submitted.*
 - A. Proof of Birth date – All students must supply a birth certificate and a copy of their passport.*
 - B. For Non-Belizeans – Proof of legal immigration status in Belize*
 - C. Updated/Current Immunization Record*
 - D. Completed forms – Emergency Information & Health Record and Parent's Pledge with each item signed.*
- 3. Transcripts from previous schools attended and recent report cards are also needed.*
- 4. Primary Students must take a placement test before registering. There is an additional fee for this test of \$50.00 and an appointment must be scheduled to take the test.*

High School Transfer Students

High School students transferring into BCA from other institutions will have their transcripts evaluated to determine grade placement and credits earned. Students who transfer in the middle of an academic year will receive 0.5 credits for the work done at their transferring school and 0.5 credits from BCA; they will be required to take the entire course again. Our High School follows a block schedule. With block scheduling students attend classes for 90 minutes and thus complete courses at semester vs. courses running all year for 40 minutes. Our HS students can earn 8 credits per year. A transferring Grade 12 student must meet the graduation requirements for BCA in order to participate in the graduation ceremonies and receive a diploma.

General Policies and Information

Finances

Enrollment fees must be paid before the start of school. Tuition payments, if paid monthly, are due the first school day of each month. Please notify the Financial Manager in advance when there is a problem paying fees on time. No documents of any kind (report cards, transcripts, visa application letters, etc) will be released to a student or parent until all fees are paid.

Arrival and Dismissal

Classes are in session Monday through Friday from 8:30 am to 3:30 pm. All Students should arrive around 8:20 am to be ready for class promptly at 8:30. All students should be picked up promptly at the end of school, and no student should remain after school without pre-arrangement with a teacher. Failure to have your child at school on time will result in a “Tardy” and hinders your child’s education and character development. Failure to pick up your child immediately after school creates a hardship for staff, and more importantly, it makes your child anxious.

School Calendar

In general, school is in session from September to June, and we will follow the holidays as listed by the government during the school year. Parents will be advised of the vacation schedule and other days off through notes and newsletters sent home with the student.

Bus

Bus transportation for BCA students is provided to and from Belmopan every school day. The bus picks students up at 7:50 am in front of Angelus Press, at the tennis courts, and at the Comprehensive School sidewalk. The bus leaves BCA at 3:40 in the afternoon and drops students at the same stops. Also, a bus will run from San Ignacio to BCA in the mornings and back again in the afternoons. The bus will leave San Ignacio at 7:00 am. There is a fee for transportation bus, please contact our office for fee schedule.

Lunch, snacks, and water

Many BCA students bring lunch to school. A licensed food handler also acts as a vendor for BCA. Students may order hot lunches daily. Please avoid high sugar foods as it does affect a student's energy level and ability to concentrate. Soft drinks are not allowed on campus. More details can be obtained about this arrangement from the Office Staff.

Uniform

Please contact the Office Staff for information/purchase of uniform.

Discipline

One of our goals at Belize Christian Academy is to help each student develop good Christian character. We believe that school is an extension of the home. We commit ourselves to work with you to train and nurture Christ centered character development and use sound principles of discipline. Discipline will be administered in a firm and consistent manner with love and a caring attitude.

Our general strategy for handling disciplinary matters is as follows:-

- *First, student discipline is addressed within the framework of each teacher's classroom management policies.*
- *When misbehavior becomes chronic, students receive a Corrective Action Notice along with natural and appropriate consequences. The Corrective Action Notice is a formal disciplinary report that is sent home to notify parents that unacceptable behavior needs to be addressed in a more serious way.*

Please do not hesitate to contact us if you have any questions or if we may be of assistance to you.

We thank you for your interest in our school and pray God's blessings over your family.