

FAMILY HANDBOOK

2026-2027

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www.centralprivate.org

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Central, LA 70818

Lower School
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Approved by the Louisiana Department of Education
Accredited by:



"Created with a Purpose." - Ephesians 2:10

Central Private School Handbook



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Introduction

Our Mission and Vision

Our mission is to cultivate college-ready graduates in a safe, nurturing, and faith-based environment.

Our vision is to offer an exceptional PreK3-12th college-preparatory education for the children in the northern region of EBR parish & surrounding parishes in a safe, nurturing, faith-based environment. Central Private supports our mission by maintaining high academic expectations, inspiring leadership through community service, and funding dedicated faculty & staff committed to excellence. Students are encouraged to pursue individual interests beyond the classroom so that they will excel as productive leaders of the community.

Statement of Faith

Central Private School is a non-denominational, faith-based school. We offer families the opportunity to have their children educated from a Christian worldview and nurtured in an environment that promotes prayer and daily devotion with God. While we do not require students to adhere to a certain faith, we do teach from the Bible. When properly integrated into a curriculum, we believe that the Bible provides the students with competencies which are vital to the process of coping in the world today.

Central Private School is dedicated to and operates according to the following statement of faith:

- We believe the Bible is the inspired word of God and final authority in faith and life.
- We believe in the one God revealed in the Bible, who is manifested as the Father in creation, the Son in redemption, and the Holy Spirit in regeneration.
- We believe in loving the Lord with all our heart, soul, mind, and strength.

- We believe in a saving grace which compels us to love others as Christ so loved us.

This statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God, that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe.

Christian Principles

Students and parents are expected to:

- Cooperate with the school's academic, moral, and behavioral expectations.
- Communicate respectfully and courteously.
- Avoid disruptive or divisive behavior, including on social media.

The Redhawk Way

Behavior Expectations

- **Respectful**
1 Peter 2:17 — "Respect everyone, and love the family of believers. Fear God, and respect the king."
- **Responsible**
Colossians 3:23 — "And whatever you do, do it heartily, as to the Lord and not to men."
- **Safe**
Psalms 37:3 — "Trust in the Lord and do good; dwell in the land and enjoy safe pasture."
- **Integrity**
Psalms 25:21 — "May integrity and honesty protect me, for I put my hope in you."
- **Excellence**
2 Corinthians 8:7 — "But since you excel in everything—in faith, in speech, in knowledge, in complete earnestness and in the love we have kindled in you—see that you also excel in this grace of giving."

The Redhawk Way reflects the mission of Central Private School, fostering a supportive environment where students are guided by these principles.

Portrait of a Central Private Graduate

Psalms 1:3 (NKJV) *He shall be like a tree planted by the rivers of water, That brings forth its fruit in its season, whose leaf also shall not wither; and whatever he does shall prosper.*

The Central Private Graduate will exemplify the following attributes:

Core Values

- Integrity, resilience, and faith-driven character.

Academic Excellence

- College-ready with critical thinking and effective communication skills.

Well-Rounded Individuals

- Balanced success in academics, athletics, and the arts.

Leadership and Service

- Compassionate leaders committed to serving others.

Proud Heritage

- Grounded in Central Private traditions and community pride.

Non-Discrimination Statement

Central Private School admits students of any race, color, gender, national and ethnic origin, and age, without discrimination.

Contractual Agreement

The rules and policies outlined in this handbook form a contractual agreement between the school and the student's family. Failure to follow these rules and policies may result in warnings, suspension, or withdrawal. The administration reserves the right to amend policies as needed. Parents and students will be informed of such changes.

General Information

School Hours

- Business Office Hours: 7:30 AM - 4:00 PM
- Academic Day Upper School: 7:35 AM - 2:45 PM
- Academic Day Lower School: 7:35 AM - 2:30 PM
- Summer Hours: M-Th, 8 AM- 2 PM, and Friday by appointment only

Attendance

Attendance Policy

Central Private School adheres to Louisiana attendance laws, including Louisiana State Department of Education Bulletin 741 for nonpublic schools. Students are only allowed ten (10) absences per semester. Attendance will be taken during each class period for Upper School and during Homeroom for Lower School. A student may be in jeopardy of failing a class if they have more than 10 absences per semester (which includes excused, medical excused or unexcused absences). Parents may provide 2 notes per semester for absences.

Excused Absences

Examples of excused absences include:

- Illness of the student
- Death in the family
- Severe injury or illness in the family
- Doctor or dentist appointments
- Court appearances

- College visits pre-approved by the Director of Student Affairs

Extenuating Circumstances

Extended absences due to illness or other verified circumstances must be approved by the Head of Upper/Lower School. Proper documentation is required. Credit Recovery may be required in the instance of a prolonged absence.

Unexcused Absences

Absences not accompanied by appropriate documentation are considered unexcused. Students may receive reduced credit for missed assignments or tests.

Absences Relative to Course Credit

Upper School students will forfeit credit for a course if they accumulate more than ten absences in any class per semester. Absences for school-sponsored activities do not count toward this total.

Tardiness

General Policy

Students are allowed four tardies per semester. Upon the fifth tardy in Lower School, the student will receive an unexcused absence. Upon the fifth tardy in Upper School, the student will receive Lunch Detention. Lower School students must be signed in by a parent in the front office. Continued tardiness will result in a parent conference and potential disciplinary action.

Checking In/Out

Appointments

Appointments should be scheduled outside of school hours whenever possible. A parent must sign in/out students who do not drive; student drivers must provide a parent's note to sign themselves in/out. Unauthorized sign-outs are considered skipping school and may result in suspension.

Make-Up Work

Lower School

Students may access assignments from FACTS. For excused absences, students have one day for each day missed to make up work. Make-up work for unexcused absences is at the teacher's discretion.

Upper School

Students must arrange to complete assignments immediately upon returning. Make-up tests will be administered in the library at 7:00 AM daily. Unexcused absences result in a 50% deduction on graded work.

Perfect Attendance

Perfect attendance is awarded to students who attend every day from start to end. Tardies and early check-outs count against this recognition.

Truancy

Missing class, part of a class, or leaving campus without permission is considered truancy. Students with excessive unexcused absences may face disciplinary actions, including parent notification and suspension.

Dress Code

Uniform Guidelines

Approved vendors:

- **Inka's Uniforms** (Daily uniforms)
- **School Time** (Daily uniforms)
- **Cross Threads Central LLC** (Uniforms and outerwear)

Uniform logo: All uniform items must feature the approved school logo.

General Dress Code Rules

- Only approved daily uniform items may be worn unless otherwise noted.
- T-shirts and other undergarments worn under uniform shirts must be solid white with no visible writing or graphics.
- Athletic shoes are required at all times. No characters, light-up features, or wheels are allowed.
- Hoodies are not allowed.
- Sunglasses, hats, caps, knit hats, and gloves are not allowed inside the building.
- All non-banded shirttails must be tucked in at all times.

Boys' Uniform

- **Shirts:** White or red polo shirts with logo (long or short sleeves, tucked in). Dri-fit allowed.
- **Shorts:** Gray walking shorts, no higher than 3 inches above the knee. Elastic waists are required for PK3-PK4.
- **Pants:** Charcoal gray long pants.
- **Sweatpants** - Red or Gray sweatpants only w/ logo purchased from an approved vendor. (logo required)
- **Windsuit** - Approved red wind suits (monogrammed on jacket only) may be worn. Leg zippers must be fastened. ***These are available only at Cross Threads Central, LLC. The school uniform shirt must be worn under the wind suit jacket. Non-banded shirts must be tucked in.
- **Socks:** Solid red, gray, black, or white socks with small logos.

- **Shoes:** Athletic shoes only in the gym. Velcro closures are mandatory for PK3 and PK4, and required for younger students who cannot fasten shoes independently.
- **Belts:** Solid black, gray, or brown belts are required for garments with belt loops.

Girls' Uniform

- **Shirts:** White or red polo shirts with logo (long or short sleeves, tucked in if non-banded). Dri-fit allowed.
- **Shorts/Skorts/Skirts/Jumpers/Smock Dresses:** Plaid, no shorter than mid-thigh and must be modestly loose fitting. Elastic waist required for PK3-PK4.
- **Sweatpants** - Red or Gray sweatpants only w/ logo purchased from an approved vendor. (logo required)
- **Windsuit** - Approved red wind suits (monogrammed on jacket only) may be worn. Leg zippers must be fastened. ***These are available only at Cross Threads Central, LLC. The school uniform shirt must be worn under the wind suit jacket. Non-banded shirts must be tucked in.
- **Shoes:** Athletic shoes only in the gym. Velcro closures are mandatory for PK3 and PK4, and required for younger students who cannot fasten shoes independently.
- **Socks/Leggings:** Solid red, gray, black, or white socks or leggings. Footed or ankle-length leggings allowed during cold weather.

Outerwear

- **Sweatshirts:** Must say CP, Central Private, or Redhawks and must be red, white, gray, or black. No hoods allowed.
- **Fleece Jackets:** Charcoal gray fleece jackets with approved school logo.
- **Heavy Coats:** Non-fleece heavy coats in red, white, gray, or black may be worn outside only.

Non-Uniform Occasions

- **Dollar Dress Days:** Students may wear jeans and non-uniform shirts that adhere to general modesty guidelines. No holes, tears, or patches allowed. Students not participating in Dollar Dress Day must wear the regular daily uniform. *Lower School Only:* Girls may wear a dress with shorts underneath.
- **Spirit Dress Days:** Students may wear CP/Redhawk spirit shirts with jeans or uniform bottoms.
- **Holiday Dress Days:** Dress Code guidelines will be provided by the school.
- **Game Day Attire:** Spirit groups may wear spirit uniforms on game days during football season. Athletes may wear jerseys/game day shirts with jeans on Fridays in and out of season. Athletes are required to wear their school uniform bottoms on game days Monday through Thursday with school-approved game day shirts. Game Day shirts must be tucked in. Lower School students may only wear Game Day attire on Spirit Dress Fridays.

Homecoming Week Dress Days

Students may dress in the designated theme for the day *or* wear the daily uniform. The general dress/grooming codes are not set aside for Homecoming Week unless explicitly stated. Dress Code guidelines will be provided by the school.

For any event not covered above, the dress code will be determined at the discretion of the activity sponsor and approved by the Administration.

Hair

Hair must be clean and neatly styled. Extreme hairstyles (e.g., mohawks, carvings, unnatural colors) are prohibited. **Male Students:** Hair must be its natural color and manageable length: above the collar, eyebrows, and mid-ear. Eyes must remain visible without clips or bands. Must be clean-shaven daily; unshaven students will face disciplinary action. **Female Students:** Shaving the head is not permitted. Non-compliance must be corrected within 48 hours of written notice from the administration.

Jewelry and Body Art

Male Students: Earrings are not allowed. **Female Students:** Earrings must be conservative and non-distracting. All jewelry must be modest in size and quantity. Visible body piercings (e.g., belly, tongue, nose rings) and tattoos are strictly prohibited. Tattoos must remain covered on campus or at school events. Violations may result in suspension or expulsion.

Dress Code Violations

Minor Infractions (e.g., missing a belt): Warning issued. **Major Infractions:** Parents will be contacted to bring proper attire. Repeated violations may lead to disciplinary actions.

Dress for Special Events (Includes Sports Banquets, Awards Ceremonies, Graduations, etc.)

Young Men: Button-down shirt, tie (if required), slacks (or nice jeans if allowed), belt, and dress shoes or dress tennis shoes. A jacket is optional, but appropriate. Shirt sleeves must not be rolled, and ties must be worn properly.

Young Ladies: Modest, appropriate dresses, skirts, or dress pants. Skirts/dresses must be no more than one hand-width above the knee. Strapless dresses must be worn with a cardigan or jacket. No revealing necklines or overly tight dresses. Shoes must be conservative: heels, flats, or dressy sandals (no flip-flops). *No rompers.* *Note:* Students wearing inappropriate attire will be asked to leave the event.

Academics – Lower School

Curriculum

- Abeka curriculum is the primary resource for phonics, math, language, spelling, science, and social studies. A variation of novel studies (3rd-5th) are used as a primary resource for reading curriculum. All curriculum resources including teacher manuals, textbooks (consumable and nonconsumable), answer keys, and quiz/test documents are provided. The curriculum should be used as a baseline guide in providing instruction; teachers should build upon the curriculum by adding supplementary resources. All supplementary resources must be approved by the administration.
- Enrichment classes include physical education, art, music, computer, and library.
- Please see our [Lower School Course Offerings](#).

Challenging Curriculum Content

Parents have the right to challenge curricular content due to religious or cultural beliefs. Parents and students that have concerns must communicate with the Administration and complete a process that includes a justification for the challenge and a plan to complete alternative work.

Grading Scale

- **A:** 90-100
- **B:** 80-89
- **C:** 70-79
- **D:** 60-69
- **F:** 59 and below

Promotion Policy

- Students failing two core subjects may not be promoted.
- Students failing one core subject in Lower School must complete Credit Recovery over the summer at their own expense.
- Parent-teacher conferences are required before the re-enrollment period begins for students at risk of retention.

Parent-Teacher Conferences

Parents may request conferences to discuss academic or personal concerns. Conferences may include teachers or school administrators. Conferences are by appointment only. It is highly recommended that parents attend scheduled parent-teacher conferences in the Fall.

Standardized Testing

Lower School students grades 3rd-5th take the Stanford-10 Assessment. Interpretation of scores is provided to students and parents.

Academics – Upper School

Curriculum

- Please see our Curriculum Guides for Middle School, High School, and High School Honors Track and our High School Course Catalog:
 - [Middle School Course Offerings](#)
 - [High School Traditional Track Course Offerings](#)
 - [High School Honors Track Course Offerings](#)
 - [High School Course Catalog](#)

Course offerings may be adjusted prior to the start of the academic year based on faculty expertise and student course selections. Student schedules are designed to ensure all required courses are met while accommodating dual enrollment opportunities whenever possible.

Challenging Curriculum Content

Parents have the right to challenge curricular content due to religious or cultural beliefs. Parents and students that have concerns must communicate with the Administration and complete a process that includes a justification for the challenge and a plan to complete alternative work.

Course Levels

1. **College Preparatory:** Core curriculum for all students.
2. **Honors:** For students meeting academic criteria.
3. **Dual Enrollment:** For juniors and seniors meeting GPA and ACT requirements.

Grading Scale

- **A:** 90-100
- **B:** 80-89
- **C:** 70-79
- **D:** 60-69
- **F:** 59 and below

Assessments will be weighted more heavily to emphasize mastery of core content, with grading standards aligned across grade levels and subjects based on departmental guidelines approved by the administration.

Honor Roll

- **A Honor Roll:** All As for the first semester and by the cut-off date for calculation of grades for Awards Day (the Friday before Awards Day)
- **A/B Honor Roll:** All As and Bs (no Cs) for the first semester and by the cut-off date for calculation of grades for Awards Day (the Friday before Awards Day)

Promotion Policy

- Students failing two core subjects in Middle School may not be promoted.
- Students failing one core subject in Middle School must complete Credit Recovery over the summer at their own expense.
- Students failing any one semester of any course in High School must complete Credit Recovery over the summer at their own expense. The student's transcript will reflect both the failing grade and the grade earned in Credit Recovery.
- Parent-teacher conferences are required before the re-enrollment period begins for students at risk of retention.

Central Private Minimum Graduation Requirements

Central Private School follows the Louisiana State Department of Education Revised Minimum Graduation Requirements for Non-Public Schools (Louisiana Bulletin 741 (Nonpublic):

For incoming freshmen who are completing the Louisiana Tops University Curriculum, the minimum course requirements shall be the following:

1. English—4 units, shall be English I, II, III, and IV;
2. Mathematics—4 units, shall be:
 - a. Algebra I
 - b. Geometry;
 - c. Algebra II;
 - d. the remaining unit shall come from the following: Advanced Mathematics/Precalculus, pre-calculus, calculus
3. Science—4 units, shall be:
 - a. Biology;
 - b. Chemistry;
 - c. two units from the following courses: physical science, physics I, biology II, chemistry II, earth science, environmental science, anatomy and physiology
4. Social Studies—4 units, shall be:
 - a. 1 unit of government;
 - b. 1 unit of U.S. history;
 - c. 1 unit from the following: world history, world geography, western civilization
 - d. 1 unit from the following: world history, world geography, western civilization, economics, world religions, history of religion
5. Health and Physical Education—2 units;
6. Foreign Language—2 units, shall be 2 units from the same foreign language;
7. Fine Arts—1 unit
NOTE: Students may satisfy this requirement by earning half credits in two different arts courses.
8. Financial Literacy—1 Unit (Beginning with the class of 2028)
9. Electives—2 units;

Total—24 units

NOTE: Certain Dual Enrollment courses may be taken to satisfy credit requirements.

HONORS DESIGNATIONS

In order for a senior to graduate with honor designations, he/she must meet all Honors Program requirements.

- **Cum Laude – 3.5 – 3.7 GPA**
- **Magna Cum Laude – 3.8 -3.9 GPA**
- **Summa Cum Laude – 4.0 or higher GPA**

VALEDICTORIAN AND SALUTATORIAN REQUIREMENTS

To qualify for valedictorian or salutarian, a student must have successfully completed the Honors Program and must have been in continuous attendance at Central Private School for the last four consecutive semesters from beginning to end. The student with the highest weighted GPA will be the valedictorian. The student with the second highest weighted GPA will be the salutarian. Student GPAs will be calculated to the 4th decimal place. For the classes of 2027-2028, in the event of a tie in cumulative weighted GPA, students will share the title and seating for graduation will be arranged in alphabetical order.

Beginning with the class of 2029, to qualify for valedictorian or salutarian, a student must have successfully completed the Honors Program and must have been in continuous attendance at Central Private School for all four years of high school from beginning to end. In the event of a tie in weighted

GPA, the student with the highest cumulative numerical average (calculated to the thousandths place) will be designated valedictorian or salutatorian. If a tie still exists after comparing numerical averages, co-honors will be awarded. If co-honors are awarded, seating will be in alphabetical order. If there are multiple valedictorians, no salutatorian will be named. Students must be in good disciplinary standing to be eligible for these honors.

Note: Upper School credits earned before 9th grade will not be included in the student's GPA for valedictorian and salutatorian determination. For the classes of 2026 and 2027, honors credits transferred from 9th grade year will not be weighted as an honors credit for calculation of Valedictorian or Salutatorian. Class Ranks will not be calculated until the Spring of Senior Year.

For all additional information regarding Upper School Academic Guidelines, please refer to the following [Guidebook](#).

Upper School Student Affairs

College and Career Planning Services

The Office of Student Affairs supports students in:

- Academic progress
- College and career planning
- Personal and social development

Topics of discussion include study skills, learning styles, communication, conflict resolution, and disciplinary issues. Students may request appointments verbally or in writing. Emergency situations, such as personal crises, do not require formal requests.

Parent-Teacher Conferences

Parents may request conferences to discuss academic or personal concerns. Conferences may include teachers or school administrators. Conferences are by appointment only.

Standardized Testing

The Student Affairs Office oversees standardized testing, including:

- PSAT/NMSQT
- Stanford-10
- Pre-ACT 8/9
- ACT

Interpretation of scores is provided to students and parents.

Discipline

Central Private School Philosophy

For learning to take place, we must maintain an environment conducive to learning. Our goal is for our students to develop self-discipline. All students are to conduct themselves in an appropriate manner at all school-sponsored activities (home and/or away functions). Failure to do so will result in the student losing his/her privilege to attend such functions. Any student who starts or participates in any unauthorized disruption or disorderly protest will be suspended from school immediately. All discipline decisions will be handled by the Administration and/or his/her designee.

Parent Responsibility Regarding Behavior

Central Private School recognizes parental responsibility for student supervision and expects parents to set standards of behavior consistent with the school's mission statement and Code of Conduct during non-school-related events while under their direct supervision. Central Private School reserves the right to take appropriate disciplinary action in response to the misbehavior of its students on or off campus during school or non-school-related events, especially in serious matters that violate the well-being of the school or public. Serious violations of this Code of Conduct may result in suspension or dismissal from the school.

Parental Support

A student whose parent(s)/guardian(s) and/or other family member demonstrates an uncooperative attitude with the school and/or a history of disagreement with the philosophy and the mission statement of the school or how the Administration and Staff carry out the day-to-day functions of the school may be dismissed from the school at the Head of Upper/Lower School's discretion.

Lower School Infractions and Consequences

Minor Infractions: Dress code violation, disruptive behavior (minor), unsafe rough play, uncooperative behavior, failure to complete assignments, failure to follow classroom rules, possession of electronics, name-calling/quarreling, inappropriate language/comments, and other minor infractions as noted by the teacher.

Major Infractions: Disrespect to adults, willful disobedience, disruptive behavior (major), lying/cheating/stealing, profanity or inappropriate gestures, fighting/shoving, bullying/harassment, aggressive behavior (physical/verbal), instigating conflict/disruption, inappropriate use of internet/computer, misuse of school property, threats of violence/intimidating others, excessive minor infractions, and other major infractions as noted by the teacher.

Consequences: For minor infractions, consequences are given by classroom teachers according to their age-appropriate classroom discipline plans, which may include a warning, time out, loss of privileges, reflective assignment, negative ClassDojo marks, and parental contact/conference. For major infractions, students will be given a Lower School Office Discipline Referral (pink slip). Consequences may include, but are not limited to, a warning, time out in the office, loss of privilege, parental contact, conference with the student and/or parents, sent home, detention, out-of-school suspension, or expulsion. The Administration and/or his/her designee may suspend a PK3-5th grade student from school for just cause and with parent notification.

Upper School Infractions and Consequences

Classroom Discipline

Each teacher at Central Private School adheres to a three-step in-classroom discipline plan. The following steps provide a guideline for most minor offenses. Certain behavior such as "disrespect" may cause the teachers to move beyond steps one and two and straight to an "Office Referral."

1. **1st Offense:** Verbal Warning/Implementation of Classroom Consequences
2. **2nd Offense:** Communication with parent through FACTS Behavior Profile and Email Dean of Students
3. **3rd Offense:** Office Referral for Willful Disobedience

Description of Levels of Offenses and Consequences

Minor Offenses: Talking in class, dress code violations, classroom disruption, failure to show for detention, sleeping in class, gum chewing, profanity, excessive tardies, public display of affection, or other offenses deemed significant enough to warrant consequences.

Possible Consequences for Minor Offenses: Lunch detention, Friday after-school detention (2:45-4:00), out-of-school suspension.

Major Offenses: Major infractions or behavioral issues will be dealt with on a case-by-case basis. Our discipline policy is 24/7 on or off campus. Some examples of major offenses include, but are in no way limited to the following:

- **Alcohol/Drug Possession and Use (including synthetic substances):** Drinking alcohol or being under the influence at school or during any school function may result in dismissal. Any student who uses alcohol off campus will be subject to disciplinary action at the school. Any student that provides alcohol on or off campus may be subject to dismissal. If a student has a party involving the use of alcohol, drugs, or vaping paraphernalia, whether the parent and/or student has knowledge of these activities, the student will be held responsible for contributing to the delinquency of a juvenile. The sale, purchase, possession, or consumption of illegal drugs at any time (on or off campus) will result in expulsion and the necessary notification of proper authorities. All students and employees are subject to random drug tests.
- **Tobacco/Vapes:** The use of tobacco in any form or the use of vapes or any variation is forbidden.
- **Physical Altercations:** Students who fight may be suspended or expelled.
- **Threats:** A threat is considered assault under LA Criminal Code R.S. 14:36. Any student making such a threat may be immediately suspended or expelled.
- **Weapons:** Bringing or threatening to bring a gun or other weapon to school is against Central Private School policy and is also a violation of state law (La. Revised Statute Title 14:95.2). In addition to immediate expulsion, the offending student may be subject to consequences as mandated by law.
- **Cheating:** Dishonesty or cheating on tests, quizzes, or papers will result in a zero on the assignment involved. Students caught cheating at any level for a second time will be subject to further consequences. Cheating or academic dishonesty in a dual enrollment course will result in disciplinary action in accordance with both the college or university's policy and Central Private School's Code of Conduct. Consequences may include a failing grade on the assignment or course, suspension from school, loss of dual enrollment eligibility, and a permanent notation on the student's college transcript, which may impact future college admission and credit. Such behavior may also result in the student being deemed no longer in good disciplinary standing and therefore ineligible for academic honors.
- **Vandalism:** Any student caught vandalizing the school campus or intentionally defacing school property may be suspended or expelled.
- **Theft:** Incidents of theft, once proven, will result in suspension or expulsion.

- **Skipping School:** Students are not to leave campus without permission from the school office.
- **Vehicles:** Visiting vehicles during the day is strictly prohibited. Students doing so will receive detention on the first offense, suspension on the second, and removal of school driving privileges for a month on the third offense. Driving to athletic practices/events is a privilege. Students found to consistently speed/drive erratically at either campus at any time may have this privilege revoked.
- **Bullying and Cyberbullying:** No cyberbullying, online harassment, and any other intimidating or stalking electronic behavior. All accusations of cyberbullying will be treated seriously.

Possible Consequences for Major Offenses:

- Lunch detention with written and/or janitorial tasks
- Friday after-school detention (2:45-4:00) with written and/or janitorial tasks
- Disciplinary probation (may include removal of extracurricular privileges)
- Short-term out-of-school suspension (1-5 days) with 50% credit for tests and graded work. Anyone suspended will not be eligible for exemption from final exams.

Consequences for Violations of Discipline Expectations

- **Repeated Minor Offenses:**
Continued misconduct indicates a failure to correct behavior and will result in heavier consequences, up to and including suspension or expulsion.
- **General Expectations:**
All students at Central Private School are expected to conduct themselves in a Christ-like manner at all times.
- **Disciplinary Record Review:**
The Administration will review the student's disciplinary record. If the record reflects prior unfavorable behavior, the Administration may recommend expulsion or academic re-enrollment for the following year may be denied.
- **Expulsion Policy:**
Students who are expelled from Central Private School will not be permitted to attend any school-sponsored events.

Athletics

Eligibility Requirements

Academics

- Students must maintain a minimum 2.0 GPA.
- No more than one failing grade is allowed per term to remain eligible.

Attendance

- Students must attend at least four periods on the day of an activity or event to participate.
- Students must adhere to all attendance policies as outlined in the handbook.

Enrollment

- Athletes and participants in spirit groups must be fully registered for the next school year to engage in summer practices, workouts, or school-funded camps.

Conduct

- Students must adhere to the school's behavior expectations both on and off campus.
- Violations may result in suspension or dismissal from the team or group.

Technology

Acceptable Use Policy

- Technology resources are for educational purposes only.
- Misuse of technology may result in disciplinary action.

Chromebook Guidelines

- Chromebooks are issued to all students.
- Students are responsible for the care and return of devices.
- All Chromebook guidelines may be found in the [Central Private Chromebook Policy and Agreement](#).

Student and Parent Use of Social Media

Parents are asked to set a good example for students when accessing and using social media. Engagement in social media including but not limited to Facebook, Twitter, Instagram, GroupMe, etc., may result in disciplinary action and/or dismissal if the content of the student or parent's post includes defamatory comments regarding the school, the faculty or other students.

Cell Phone/Smart Device Policy

Cell phones/smart devices include, but are not limited to, mobile phones, tablets, iPods, laptops, smart watches, and any form of earbuds or earphones. Please see the [Central Private School Smart Device Policy](#) for information regarding smart device use and consequences for violation of the policy.

Standards for Health and Safety

Illness Policy

- Students must be fever-free, vomit-free, and diarrhea-free for 24 hours before returning to school.
- Contagious illnesses require a doctor's note for re-entry.

Lice Policy

Any student suspected to have head lice will be checked by Central Private School staff. If a student is deemed to have lice, it is mandatory that the student is to be immediately checked out from school to be treated. A physician's note must be sent to school stating that the student was treated for lice. Exception: If a student is treated by NitWits (a reputable company who treat head lice with a non-chemical alternative treatment), a confirmation form of this treatment may be sent to school instead of a physician's note.

Medication Policy

- Medication must be administered by school personnel in compliance with Louisiana law.
- Parents must provide written instructions and permission for all medications.

Obligation to Report Child Abuse/Neglect

- All school staff are mandated reporters of suspected child abuse or neglect.
- Reports are made to the appropriate state agency.

Safety Procedures

- Emergency drills for fire, severe weather, and lockdowns are conducted regularly.
- In the event of an emergency evacuation, students will be relocated to a safe site, and parents will be notified.
 - In the event of an emergency situation requiring immediate evacuation from either Central Private School Campus, students will be brought to the other campus. In the event that both campuses are in danger, students will be evacuated to Zoar Baptist Church, located at 11848 Hooper Road, Baton Rouge, LA 70818. A parent alert will be issued by Central Private School administration notifying the parent to pick up students at this location.

Emergency School Closures

- When Central Private School must be closed due to an emergency, information is available from:
 - TV stations WBRZ (2; cable 5) and WAFB (9; cable 7)
 - The school's website at www.centralprivate.org, social media, and/or Family Portal.
 - The following agencies will also be notified of the emergency closing as necessary:
 - First Student
 - Central Fire Department
 - East Baton Rouge Sheriff's Department

Anti-Bullying Policy (Cyberbullying)

One of our primary responsibilities in accordance with our school's mission is to create and sustain a safe community - so that all of our students can focus on their work and do their best. In order to achieve this goal we must acknowledge that bullying and cyberbullying sometimes occurs within our community and is

harmful to everyone involved—perpetrators, bystanders, and victims alike. We have outlined characteristics of bullying as follows:

- Both boys and girls can engage in bullying behavior. We, as a community, will not tolerate an attitude of "boys will be boys" or "girls will be girls" to excuse cruel behavior.
- Bullying can be direct or indirect, blatant or subtle; and it involves an imbalance of power, repeated actions, and intentional behavior.
- Bullying is any behavior considered physical aggression, social aggression, verbal aggression, written aggression, intimidation, sexual harassment, or racial/ethnic harassment.
- Bullying is cutting someone off from essential relationships.
- Bullying includes isolating the victim by making them feel rejected by his/her community.
- Bullying is malicious gossip and rumor spreading.

As a school we will take any report of bullying behavior seriously and any report will be investigated thoroughly. Bullying will be responded to through a continuum of consequences and interventions up to and including conferences with parents, suspension, social probation (such as suspension from extracurricular activities or school functions), and/or expulsion depending on the frequency and severity of the behavior. While we recognize that disagreements/conflicts between students occur and can resemble bullying behavior as defined herein our policy, the school makes a distinction between the two:

- Most students will experience some degree of age-appropriate peer conflict during their school years which includes unkindness.
- We consider whether the issues of aggression, power, domination, humiliation and control play a role in the situation in question. The Dean of Students will investigate the situation thoroughly to determine in consultation with other administrators whether a behavior fits the characteristics of bullying.

Alcohol and Drug Policy

Central Private School believes that one of the greatest obstacles to our students' fulfilling their God-given potential is illegal drug use or abuse of alcohol and other drugs, including nicotine in any form. Educational efforts, counseling, and disciplinary action constitute the threefold approach that we use to confront this obstacle. As an educational institution, Central Private School provides a comprehensive no-use zero tolerance drug policy. As part of our holistic approach to education, faculty and staff received training in drug-use recognition and prevention. They also learn interdisciplinary methods for teaching about the physical, physiological, and relational effects of drug use.

Central Private School remains dedicated to the concept of a drug-free campus. Private vehicles on Central Private School property are included in this policy. Drug tests are conducted on a random selection basis, and any other time deemed appropriate by the administration of Central Private School, without prior announcement. A student subjects himself/herself to disciplinary action, including immediate dismissal, in the following situation(s):

- Possessing, using, or purchasing alcohol or other drugs, including nicotine in any form, or drug paraphernalia on campus or at a school-sanctioned event.
- Selling or otherwise distributing or intending to distribute alcohol or other drugs, including nicotine in any form, regardless of time or place.
- A positive identification of alcohol or other drug use including nicotine in any form.

Central Private School may require drug testing of any individual who, in the professional opinion of the

administration and/or faculty, exhibits behaviors consistent with use of alcohol or illegal drugs including nicotine in any form. Should a student have a positive drug test or return a test that has been adulterated, that student will be dismissed immediately from Central Private School. If a student admits to administration (including faculty) that he/she is using alcohol or drugs, including nicotine in any form, prior to being subjected to a drug screen, he/she will be required to take random drug tests, at the parents' expense, for the remainder of his/her Central Private School career. When a student admits use of drugs, including nicotine in any form, or alcohol, his/her parents will be consulted, and in most cases, the student will be screened and, if necessary, referred for treatment in the community at the parents' expense. Once a student has been referred for drug or alcohol treatment, he/she and his/her parents must continue the treatment process until released by the professional providing the services. If the student refuses or prematurely terminates treatment, he/she may be asked to withdraw from Central Private School.

Legal Drugs:

Any student taking a drug or medication, whether or not prescribed by a physician, which is known or advertised as possibly affecting or impairing judgment, coordination, or other senses, or which may adversely affect ability to perform school activities in a safe and productive manner, must notify school administration prior to beginning class. The school administration will determine if the student can remain on campus at that time. Any student violating this policy is subject to disciplinary action which may include immediate dismissal from Central Private School.

Searches and Inspection:

Central Private School may conduct searches and inspections of students and their personal effects, lockers, lunch boxes, purses, book bags, vehicles, etc., located on the Central Private School property at any time. The selection of a person or object for search requires no explanation from the administration as to why that person or object was selected.

Student Vehicles

All student vehicles:

- Must be registered in the main office during the first two (2) weeks of school and the registration sticker visible at all times the vehicle is on campus.
- Students may lose their driving privileges for failing to have a parking permit.
- The cost of registering a vehicle is \$35.00.
- Many students drive to school each day, a privilege that is recognized as a clear benefit to their parents. At the same time, that privilege comes with a responsibility to drive and park safely. Safe parking includes parking in designated areas.

Financial Payments and Business Policies

- The preferred method of payment is through the FACTS financial portal.
- Tuition – Tuition is due in either annual, semi-annual, or monthly installments through FACTS. Monthly installments are due on the 5th of the month. *Changes to a monthly plan will result in a \$35.00 fee.*
- Late Fees – Any outstanding balances 30 days past due will be charged a \$30.00 late fee.
- Returned Payment Fees – Returned payments will be subject to the following fees: 1st NSF Payment - \$35.00 4th NSF Payment is subject to student dismissal from school. *NSF charges are posted to your FACTS account.*

- Students participating in extracurricular activities at CP must have ALL tuition and fees paid and up to date to be eligible for participation. FACTS access may be blocked for any delinquent account including, but not limited to, tuition, lunch, and other fees.

