



COVENANT ACADEMY

A Classical Christian School

2025-2026 UPPER SCHOOL STUDENT HANDBOOK

INTRODUCTION

At Covenant Academy, our goal is simple but big: we want to glorify God in everything we do. That means we hold tightly to what Scripture says, we build relationships through kindness, forgiveness, and even laughter, and we see personal growth as more than just grades or scores.

These three things—God’s Word, our relationships, and our personal growth—don’t just happen by accident. They take practice, attention, and heart. Scripture is the foundation for how we treat each other and how we see ourselves. This handbook will help you understand the “why” and “how” behind the way we learn, grow, and live together as a school family.

At Covenant Academy, our mission is clear:

MISSION STATEMENT - “THE WHY”

Covenant Academy exists to serve Christ and His Kingdom, by sharing the gospel and partnering with parents to train students by way of Scripture and the classical liberal arts.

This mission is our starting point and shapes every lesson, every relationship, and every decision we make as a school. It also points toward our ultimate goal: seeing students become who God made them to be...reflections of God, bearing the image of Christ in all they say and do...by the time of graduation.

PORTRAIT OF A GRADUATE - “THE GOAL”

Covenant Academy faculty, staff, and parents seek to cultivate graduates who:

- Understand Vocation | reflecting the image of God and stewarding gifts and talents
- Embody Virtue | in creation, community, church, and family
- Seek & Communicate Truth | with humility and boldness
- Engage the Great Tradition | with the skills to read great texts and converse with the history of ideas
- Reason Well | thinking critically using mathematical and logical principles
- Recognize & Cultivate Beauty | in nature and the arts
- Explore & Apply the Natural Sciences | in daily life

CHRIST-CENTERED AND CLASSICAL - “THE HOW”

We pursue this mission in two key ways:

CHRIST-CENTERED

We want every part of your education to be rooted in God’s Word, so that when you encounter competing ideas or worldviews, you have a biblical foundation of truth on which to stand. You’ll see teachers and staff modeling a biblical life, and you’ll be encouraged to know God personally and grow in your relationship with Him.

CLASSICAL

Classical education a liberal arts-focused educational tradition originating in ancient Greece and Rome that aims to cultivate wisdom, virtue, and eloquence in students. Its long tradition emphasizes seeking truth, goodness, and beauty and the study of the great books.

Classical *Christian* education aims to restore the glory of God's image in students by leading you toward *wonder*, the kind of curiosity that wants to understand God's world, and *wisdom*, the ability to live well in it. It does this by cultivating virtue and training you in the liberal arts within the Christian tradition.

We teach in a way that builds your mind step-by-step, first through learning facts and skills (grammar), then through learning how to think and connect ideas (logic), and finally through learning how to express and defend those ideas well (rhetoric). Along the way, we'll challenge you to love learning and to see your studies as a way to glorify God.

Like music, art, or sports, the liberal arts are skills you can grow in. They are called "liberal" because they are about freedom...freedom to think clearly, learn deeply, and make wise choices for yourself. These arts are foundational to what it means to be fully human.

The Liberal Arts at Covenant

The three verbal arts (**Trivium**):

- Grammar - Reading and interpreting with understanding.
- Logic - Thinking clearly and reasoning well.
- Rhetoric - Communicating truthfully and persuasively.

The four mathematical arts (**Quadrivium**):

- Arithmetic - Understanding numbers and their relationships.
- Geometry - Understanding shapes, space, and measurement.
- Astronomy - Understanding movement and time in the heavens.
- Music - Understanding harmonious patterns and proportions over time.

We weave these skills through every grade and subject, not only so you'll succeed in school, but so you'll be prepared to live wisely, serve faithfully, and reflect God's image wherever He calls you.

In short: Our mission tells us why we exist. The Portrait of a Graduate shows who you can become. The Christ-centered, classical approach is how we get there. And your years at Covenant are the training ground where you practice the habits, virtues, and skills to live a Christ-honoring life...long after graduation.

HABITS OF VIRTUE - "THE DAILY PRACTICE"

Virtue means doing what you were made to do, and doing it well. As God's image bearers, our purpose is to glorify God by showing the world what He is like. Jesus is our perfect example; everything He did, thought, and desired was completely good. Because of His life, death, and resurrection, those who follow Him can grow to become more like Him.

CULTIVATING VIRTUE

Virtue isn't just about following rules or looking good on the outside. It's about both your actions and your heart. The way you think, believe, and feel shapes what you do, and what you do shapes who you're becoming. At Covenant, we care about more than whether you "behave." We care about the kind of person you're becoming. Are you growing toward your true purpose, to glorify and enjoy God and represent Him well in the world?

That's why virtue formation (or discipleship) works in two directions: your actions shape your heart, and your heart shapes your actions. In class, during school life, and in the way our teachers guide you, we'll address both—helping you learn to do what's right and to love what's right.

The Habits of Virtue are the daily practices that help you get there. They are not just rules to follow or traits to admire; they are ways of living that shape who you are becoming. When you practice these habits now, you are forming the character and skills you'll need to fully live out our mission and step into the portrait we've painted for a Covenant graduate.

We focus on seven key virtues—three from Scripture (faith, hope, and love) and four that have been recognized for centuries (temperance, justice, prudence, and courage). These virtues connect what you learn in class, how you treat others, and how you see yourself in light of God’s Word.

These aren’t just “nice character traits” to think about, they’re habits you can build every day. Your teachers will help guide you as you practice these in the classroom, on the field, and in your friendships.

TEMPERANCE: *Using self-control to do what you’re called to do at any given moment*

- Staying focused instead of disrupting class.
- Finishing work on time...not dragging your feet or rushing through it.
- Listening with your full attention.
- Using group work time wisely.
- Working on your own without giving up.
- Following directions carefully.

JUSTICE: *Giving people what they are owed—whether that’s care or accountability*

- Treating classmates and teachers with respect.
- Caring more about truth than “winning” an argument.
- Sticking up for classmates.
- Respecting other people’s belongings.
- Owning your mistakes and accepting consequences.

PRUDENCE: *Making wise choices by learning from the past and thinking ahead with the end or goal in mind*

- Learning from your mistakes.
- Thinking about the results of your actions before you act.
- Being open to correction and willing to learn.
- Asking thoughtful, purposeful questions.
- Making connections between ideas and experiences.
- Applying God’s Word to everyday life.

COURAGE (FORTITUDE): *Doing the right thing, even when it’s hard*

- Pushing through when something is challenging.
- Being willing to try new things.
- Including people outside your normal friend group.

FAITH: *Trusting God and living like His promises are true*

- Showing respect for God in things like Morning Meetings, hymns, and prayers.
- Taking your spiritual growth seriously through reading Scripture, worship, and prayer.

HOPE: *Living with an eternal perspective*

- Approaching school with the expectation that good things will come.
- Seeing the importance of other parts of school like friendships, service, and learning as equally or greater than grades.

LOVE: *Choosing to act for the good of others*

- Showing kindness and compassion.
- Serving willingly.
- Putting others first, even when it costs you something.
- Encouraging others to grow in virtue.

In short: The mission is the why. The portrait is the goal. The classical, Christ-centered method is the how. And the Habits of Virtue are the daily practice that shapes you into the kind of person God made you to be, ready to love Him, serve others, and live wisely in the world.

ACADEMICS

At Covenant, learning isn't just about getting grades, it's about becoming the person God made you to be. Classical Christian education is designed to help restore the glory of God's image in you by leading you toward wonder (seeing the world with awe) and wisdom (knowing how to live well).

We do this by helping you grow in virtue (your character) and by training you in the liberal arts within the Christian tradition. These arts are called "liberal" not because they're easy or optional, but because they're about freedom, the kind of freedom that comes when you know how to think clearly, learn deeply, and make wise choices for yourself.

The liberal arts are skills, much like music, sports, or art. They give you the tools to understand the world and communicate well with others. They're at the core of what it means to be human.

If you want the details about class sequences, grading, honors, homework, and other academic policies, you'll find them in the Parent Student Handbook, School Profile, College Advising webpage, or in the syllabi you get at the start of each class.

ACADEMIC HONESTY

At Covenant, we expect every student to do their own work with honesty and integrity. Cheating or plagiarism breaks trust, hurts our learning community, and keeps you from truly growing in knowledge and skill.

WHAT COUNTS AS CHEATING

Cheating means giving or receiving help on work that's meant to be done on your own. Examples include:

- Looking at someone's test or quiz answers.
- Copying homework from a classmate.
- Talking about a test with someone who hasn't taken it yet.
- Working with others on an assignment when the teacher hasn't allowed group work.

PLAGIARISM

Plagiarism is using someone else's words or ideas without giving them credit. This includes copying and pasting from a website, rewording without citing, or turning in someone else's work as your own. Always cite sources and make it clear when you're quoting or paraphrasing. We use TurnItIn to check for plagiarism.

AI TOOLS

The use of artificial "intelligence" to generate and arrange ideas, argumentation, or any form of academic work also constitutes plagiarism. Using AI (like ChatGPT, Google Bard, Microsoft Co-Pilot, or Grammarly) for any part of student writing, whether it be invention, organization, or style, is also plagiarism. These are not valid sources for assignments.

DISCERNMENT: WHEN IN DOUBT

If you're not sure if something is allowed, ask your teacher before doing it. There are times when collaboration or internet research is fine, but your teacher will give clear instructions on how to do it honestly, including using TurnItIn to review work. Once assignments are submitted, discerning intentional and unintentional forms of academic dishonesty will be addressed.

CONSEQUENCES

If you intentionally cheat or plagiarize:

- You'll get a zero on the assignment or test (and may have to redo it for learning's sake).
- In most plagiarism cases, there will also be a disciplinary consequence; this could be suspension, alternative work, or even expulsion.

- If your dishonesty wronged your classmates, you may need to apologize before being fully restored to the community.

Cheating has a damaging effect on a community of learners. Not only is cheating a kind of deception and a form of intellectual theft, it denies classmates the dignity and trust that they should have. Cheating limits the quality and effectiveness of the teacher, when he or she must give extraordinary attention to techniques of discernment.

COMMUNITY LIFE

“Do nothing out of selfish ambition or vain conceit, but in humility consider others better than you. Each of you should look not only to your own interests, but also to the interests of others.” Philippians 2:3–4

Our school is a place where we learn, play, and serve together, and most importantly, where we pursue Christ. Everything we do should honor God and help our community grow stronger.

The Bible tells us to think about our words, attitudes, and actions in light of whether they please God. That applies to all of us, students and teachers alike. Not everything is spelled out in the handbook, so we expect Upper School students to use wisdom and biblical principles to guide their choices. “It is not in the handbook” is not, therefore, a viable defense for foolish behavior.

Here are some key ways we can live this out:

- **REVERENCE:** Honor God with the right attitude for the right moment. Worship and prayer deserve respect. Joy and celebration are welcome, but in the right time and place. As you mature, your sense of when to be serious and when to have fun should grow too.
- **HONESTY:** Truthfulness is essential. Always be truthful in what you say and do, whether you’re talking to classmates or teachers.
- **SELF-CONTROL:** Follow biblical and school standards in how you act, both in person and online. This includes social media and any electronic communication.
- **PHYSICAL HEALTH & SAFETY** We care about your well-being. Drugs, alcohol, tobacco, weapons, and any form of harmful physical contact are not allowed on campus.
- **KIND SPEECH:** Use words that encourage others. Avoid insults, gossip, crude language, or anything meant to tear someone down. If you see someone being treated unfairly, speak up.
- **RESPECT FOR AUTHORITY:** Show courtesy to teachers and staff. Follow instructions promptly, completely, and with a good attitude. When an adult speaks to you, make eye contact.
- **HEALTHY RELATIONSHIPS:** Treat your classmates like brothers and sisters in Christ. Include others, don’t form exclusive groups, and avoid public displays of romantic affection at school or school events.
- **CARE FOR THE LEARNING ENVIRONMENT:** Help the class stay focused. Leave gadgets and devices outside the classroom, arrive on time, and avoid actions that distract others.
- **GOOD STEWARDSHIP:** Take care of your own belongings, the school’s property, and other people’s things. Ask before borrowing, handle everything with care, and help keep our campus clean. Gum is only allowed if your teacher says so in their class, and never outside of it.

Our goal: *“Love the Lord your God with all your heart, soul, mind, and strength... and love your neighbor as yourself”* (Matthew 22:37–39).

DAILY SCHOOL LIFE

MORNINGS

Morning Liturgy and Deck Prayer are the beginning of our Upper School life together. Beginning each morning with prayer puts everything else we do into proper perspective. Whether 8:00 a.m. or 9:00 a.m., this is where attendance and tardiness is recorded.

TARDINESS AND TRANSITIONS

Being on time means more than just arriving at school. It means being ready and in your seat when class starts. For example, if your class begins at 10:15 a.m., use the 5-minute transition time before then to stop by your locker or restroom so you're prepared.

For the regular school day, you should arrive early enough to get to your locker and be seated by 8:00 a.m. Tardiness is tracked for the whole day and for each class period. If a teacher notices you're often late, you will be asked to come in for extra service before school and/or during break.

Optional Late Arrival: High school students can arrive at 9:00 a.m. on certain days instead of the usual start time. This gives you a bit more time in the morning, but you'll need to be ready to start classes on time from then on.

Transitions Between Classes: Use the time between classes wisely...visit the restroom if needed and get ready for your next class.

- Don't treat this time as just another break, because it could make you late and/or unprepared.
- Sometimes, teachers step out of their classroom briefly during transition time. Always wait respectfully with your backpack and belongings until your teacher invites you inside.
- Honor the grammar school by staying quiet and respectful. Use the sidewalks to walk rather than running or crossing the courtyard.

Backpacks and Lunch Bags: Keep these with you during class, transitions, and other times, or store them in your locker. During break, lunch, service time, PE, and special events, there will be specific spots to leave your backpacks to keep things organized and tidy.

SNACKS, LUNCH, AND SERVICE

If you bring a snack to school, please eat it during the break between 2nd and 3rd period. Except for special occasions like feasts or celebrations, food is not allowed in the classroom. Make sure to finish or throw away your snack before class starts so everyone can focus. Any breakfast or special drinks brought to school in the mornings should be consumed before school begins. Only water is allowed in the classrooms.

Lunch lasts 30 minutes and begins with a school-wide prayer. During lunch, Upper School students can use a few microwaves to reheat leftovers, but keep microwave time short, about 1 to 2 minutes, so others have a chance to use them too.

If you're a student driver with permission to leave campus for lunch, make sure you return on time and are ready for service time, which starts right after lunch. Other students are not allowed to ride with you for off campus lunch.

SCHOOL FACILITIES, EQUIPMENT, AND STEWARDSHIP

Our school environment reflects who we are, so caring for the building, classrooms, lockers, and all equipment is an important way we show respect, not just for the school, but for each other and for God's creation. Taking responsibility for our space helps us grow as good stewards, people who wisely manage what God has entrusted to us. When we care well for the school, we show a servant's heart and help make our community a better place for everyone.

You're responsible for keeping your locker and classrooms clean and orderly. If any school property like furniture, equipment, or textbooks is damaged, the student responsible will be held accountable. Parents will be notified, and families may need to cover repair or replacement costs.

Upper School students have a special opportunity to practice servant leadership during Service Time after lunch. Working in teams, students help with important tasks like emptying recycling bins, sweeping floors, cleaning windows and doorknobs, assisting with office work, and more. These small acts of service teach us how even simple work contributes to the good of the whole community.

If you notice anything needing repair or attention around campus, please report it to the office. By working together, we can keep our school beautiful and welcoming for all.

UNIFORMS AND DRESS CODE POLICY

Wearing a school uniform gives you freedom...freedom from worrying about the latest fashion, feeling self-conscious, or feeling pressured about what brand you're wearing. At Covenant, you don't have to stress over picking the "right" outfit every morning or wonder if your clothes will impress others. This freedom lets you focus your energy on learning, serving, and getting to know people for who they are, not what they wear.

In today's culture, personal expression is often put above everything else, beauty is questioned, and sometimes what you want is placed ahead of what's good for others. At Covenant, we want to honor God in how we act and how we present ourselves, both as individuals and as a community.

Our goal is to create a school culture that reflects the freedom we have in Christ. This means as you grow in maturity, you'll need less oversight because you're choosing to act with respect and responsibility. We ask that you and your parents support this by dressing in a way that fits Covenant's classical, Christian, and scholarly spirit. Students should always be neat, clean, and modest, avoiding anything that distracts others or invites extra attention from staff.

Complaining about uniforms is common at many schools, but Covenant is different. We're here to glorify Jesus Christ, and that means taking His commands seriously, even the part about not complaining. We expect you to wear your uniform consistently and cheerfully because obeying God means being thankful and joyful in all things, even uniforms. We trust that you want to honor Him in this way.

In addition to the grade and gender list of uniform items (see Covenant's website), the Covenant Uniform and Dress Code Policy includes the following:

- **General Guidelines**
 - Jewelry: Jewelry should not be excessive or distracting. Jewelry in pierced body parts, except for earrings for girls, is not permitted.
 - Hair: All students must keep their hair neatly groomed. Hair should be kept from covering the eyes, and boys' length should be off the collar and may not be worn in a ponytail. No unnatural or distracting colors. In general, young men are to be clean-shaven (no beards, mustaches, sideburns below the middle of the ear or stubble). Juniors and seniors may have neatly groomed facial hair.
 - Make-Up: Girls' make-up should not be excessive or distracting.
 - Apparel: Shirts must be tucked in with the exception of girls' chapel blouses that have a straight edge. Shorts or pants with beltloops must have a belt worn with them.
 - Outerwear: Students may wear a Spirit Wear sweatshirt or sweater/fleece item with an embroidered logo from one of our approved vendors. Hoodies are not permitted.

- **Student Council Dress Days**
 - Unless otherwise informed, Student Council meetings are held every Tuesday. Participating students must wear their Chapel uniform on meeting days.
- **Chapel Dress Days**
 - Unless otherwise informed, Chapel services are held every Friday.
- **Spirit Day Dress**
 - On designated days, such as pep rallies and spirit nights, students may wear a Covenant spirit shirt or house shirt with blue jean shorts, uniform khaki shorts/pants or nice blue jeans (no tears or holes) to school.
 - High school students will also have designated spirit dress for House Activities.
- **Free Dress Code**
 - Free dress days usually occur on individual picture day and on fundraising ticketed days. Normal expectations of modesty apply. Please do NOT wear short shorts, mini dresses (that end above the student's fingertips) and shirts or dresses with spaghetti straps. Students who do not comply will be sent home or be brought compliant attire. The inability to comply will also affect Esprit de Corps house points.

Uniform Guidelines & Why They Matter

Just because a teacher doesn't notice every single uniform violation doesn't mean uniforms aren't important. No one can (or should) watch and correct everything all the time. When a mistake is missed, think of it as a chance to fix it yourself and show responsibility. Small things, like wearing the correct uniform, help build a reputation for being trustworthy. That matters.

If you feel nervous about getting corrected, the answer is simple: wear the right uniform. Other than the occasional mix-up on special dress days, it's a choice. Students who are always in the right uniform don't have to worry, and your teachers want you to have that same confidence.

Most fixes are quick, like tucking in your shirt. But sometimes you may need to borrow clothing from the office or have a parent bring the right item. Borrowed items must be returned the next day. repeated issues could lead to behavior consequences for not following the policy.

Uniform guidelines aren't just rules, they're about showing respect for yourself, your school, and your community.

UPPER SCHOOL DISCIPLINE

At Covenant, discipline isn't just about "getting in trouble." The goal is to help you build the habits now that will lead to maturity and self-control as an adult. The word discipline comes from the Latin *discipulus*, meaning "student" or "disciple." At its core, discipline is about learning...learning to live in a way that reflects God's truth and goodness. It is not just about correcting wrong behavior, but about training the heart and mind toward maturity.

Discipline means learning to do what you ought to do, even when you don't feel like it. Self-discipline means doing it without anyone reminding you. The more you grow in self-discipline, the more prepared you'll be for life.

- Sometimes we do the right thing because God commands it, like telling the truth.
- Sometimes we do the right thing because it helps our community, like greeting one another and showing respect.
- Sometimes we do the right thing because our future selves will thank us, like learning your Latin or Greek vocabulary now so you're not panicking later.

Believe it or not, your parents, teachers, and administrators often act like the "voice of your future self." Your parents might make you practice piano because they know you'll be glad later (and because it's good for your brain). Your teachers expect you to pay attention and not disrupt class because they know you'll regret wasting

your high school years. Even if you want to make a poor choice in the moment, their discipline is there to protect you from that.

Discipline has three parts:

- **Instruction** – You have to know what’s right before you can do it. Scripture is full of wisdom for living the way God designed. Your parents, teachers, and this handbook give you clear guidance on what’s expected.
- **Building Habits** – Virtue grows when you consistently choose what’s good, even in small things. Good habits help steer you toward the right path.
- **Consequences** – Sometimes we need correction to get back on track. Consequences are meant to restore you, not just punish you.

Your teachers are responsible for creating a focused, respectful learning environment. If your behavior is getting in the way of your learning or someone else’s they’ll address it and let your parents know. In more serious situations, or if there’s a pattern of repeated issues, you’ll meet with an administrator who will work with you and your parents to decide next steps.

At the end of the day, discipline is about helping you grow into the kind of person God is calling you to be—someone who does what is right, loves others well, and uses their gifts to serve.

STUDENT RELATIONSHIPS

At Covenant, we want our relationships with each other to reflect what the Bible calls “brothers and sisters in Christ.” This means we treat each other with the same care, loyalty, and respect that a healthy family should have. The Bible is full of “one another” instructions: be kind to one another (Ephesians 4:32), encourage one another (1 Thessalonians 5:11), pray for one another (James 5:16), and more. Even though not every student here may personally follow Jesus yet, we still believe these principles make our school community stronger, and we expect everyone to live them out.

These principles matter in both easy and hard moments, in close friendships and in times of conflict. We hope you experience strong friendships with classmates who share your interests, but also learn to celebrate differences in personalities, gifts, and perspectives. Jesus calls us to love our “neighbors,” and that includes classmates, teachers, and every person on campus. Just like real family, these relationships are meant to last. We can’t “quit” being brothers and sisters just because it’s hard.

Because of this, certain things don’t belong in our community: excluding others from your friend group, using touch to hurt or cross physical boundaries, gossiping, or using your words to tear someone down. Instead, we want to invite others in, respect each other’s bodies and space, and speak words that build people up. If your parents allow you to date, please remember that public displays of affection aren’t appropriate during school hours or at school events.

Conflict will happen, it’s normal, and God can use it to help us grow. The key is learning to handle it in a biblical way: don’t gossip, talk directly to the person involved, and, if needed, ask a parent, teacher, or administrator for help. If you’re struggling in a relationship, whether with another student or even a teacher, our administrators are here to help you work through it.

Bullying is more than just being unkind, it’s repeated, intentional mistreatment by someone using power (like strength or popularity) against someone else, especially after being asked to stop. The Bible teaches that strength should be used to protect others, not harm them. Bullying goes against everything we stand for. If you ever experience bullying or see it happening, it’s important that you tell a parent, teacher, or administrator so we can address it. While we want to deal seriously with bullying, we also recognize that not every disagreement or mean

comment is bullying. Still, all unkindness is taken seriously, and we work together to make this a safe place for everyone.

ELECTRONIC COMMUNICATIONS

Social media, endless group chats, and gossip-filled texts may feel harmless, but they can work directly against the kind of education we're trying to give you at Covenant. Your parents are investing in your future, and your teachers are working hard to help you become a person of depth...thoughtful, kind, virtuous, and wise. Shallow online habits can pull you in the opposite direction.

Think of your education like filling a bucket with water...every class, every conversation, every book adds more to your bucket. Gossip, unkind posts, and shallow content poke holes in your bucket, draining what you've worked so hard to gain. They can also poke holes in other people's buckets hurting classmates, lowering the quality of class discussions, and damaging friendships.

We're not out to dig through your texts or check your social media, but sometimes students or parents bring online issues to our attention. If your online activity damages relationships, spreads gossip, or goes against the virtues we value here, we will take it seriously. In some cases, it could even lead to suspension or expulsion. Our advice? Step away from those group chats, unfollow the drama, and avoid the temptation altogether.

PHONES AND OTHER ELECTRONIC DEVICES

"Attention is the rarest and purest form of generosity." Simone Weil.

One of the best gifts you can give your classmates and teachers is your full attention. That's why Covenant has strong boundaries around devices so we can focus on real conversations, deep thinking, and meaningful learning.

- Laptops are for school work, as directed by your teacher.
- No other notification-receiving device (phones, smartwatches, etc.) should be in class unless you have special permission.
- Phones, smartwatches, and similar devices should stay off in your backpack or at home from 7:45–3:45.
- If your phone tempts you, keep it in the office, or better yet, leave it at home.

If you're caught using a device during the school day:

- First time: device goes to the principal's office until the end of the day.
- Second time: parent has to pick it up.
- Third time: you'll store your device in the office every day.

After 3:45, phones may be used to communicate with your parents; otherwise they should be put away.

INTERNET ACCESS

The internet can be an amazing tool for learning, but it can also be a distraction or a doorway to harmful content. We want you to be wise about what you search, click, and watch. The choices you make online now shape the kind of person you're becoming.

Any device with internet access (laptops, tablets, etc.) must follow the same school rules. That means:

- Only use them for school purposes during the day.
- Turn off notifications and texting during school hours.

We have filters in place, but the biggest filter is your own self-control and commitment to making choices that honor God.

HEADPHONES

Headphones can signal, “Don’t bother me,” which can hurt the sense of community we want on campus. That’s why they’re not allowed unless a teacher or administrator gives you permission.

Upper school rhetoric students (sophomores, juniors, and seniors) may wear one earbud during study hall, work periods, or flex periods for dual credit coursework. If a dual credit course requires a video, you may be allowed to use both earbuds.

ATTENDANCE – WHY SHOWING UP MATTERS

Every class period at Covenant isn’t just about “getting the notes.” It’s about discussion, shared ideas, and moments you can’t fully recreate later. Missing a class means missing a unique part of your learning, and while you can make up the work, you can’t make up the full experience.

ABSENCES

If you miss more than half of a day, class, or period, it counts as an absence.

- If you leave before 11:00 a.m. and don’t come back, or arrive after 11:00 a.m., you’re marked absent for the day.
- You’re responsible for catching up on work within the same number of days you were absent. (Example: Miss two days? You have two days to make it up.)
- If you don’t make up the work in time, you’ll get a zero unless approval is given for an exception for special circumstances.

If you’re sick for a longer time, you can request assignments from teachers, but tests are usually made up on the first day back unless arrangements are made for an extension.

Make-Up Work Tips

To avoid zeros:

- Email your teachers before you return OR speak to them the first day back.
- Communicate clearly about what you missed.

If needed, arrange for extra help; this could even mean private tutoring at your family’s expense.

Vacations during school days aren’t encouraged. Students who take vacations when school is in session will not be permitted to make up the work (exceptions for college visits might be made but these also shouldn’t be excessive). When absence is due to a planned trip, you may request the missed work as you are still responsible for the missed learning. Private tutoring at the additional expense of the parent may be necessary to catch up with the class.

TARDIES

Being late affects your learning and the flow of the class.

- If you’re not in your first class by 8:00 a.m., you’re tardy for the day.
- Arriving late to later classes? Your teacher will mark you tardy.
- Too many tardies can impact your House points and your grade. You may also be asked to serve a consequence during break.

Parents will be notified by email if this becomes an issue.

COVENANT CAMPUS AFTER SCHOOL HOURS

- **Grades 9–12:** If you follow the Code of Conduct and device rules, you may stay in the courtyard until **5:00 p.m.** If your parents are on campus, you can play in the Pavilion with their approval.
- **Grades 7–8:** You cannot stay unsupervised after school. You may apply for a BASC internship to volunteer briefly after school if you've shown strong responsibility. You can also attend **Study Hall** from **3:45–5:00 p.m.**, run by different teachers or staff.

OFF CAMPUS EXPECTATIONS

Covenant's values apply everywhere...on campus, off campus, during school hours, and at school events.

- Dress modestly when out of uniform.
- Keep your language wholesome.
- Act in ways that honor God and respect others, including online.

On trips: No phones, headphones, or personal devices unless you're contacting your parents. This includes athletic events. Use the time for conversation, singing together, or listening to music as a group.

IN CONCLUSION

A healthy and flourishing Upper School community at Covenant Academy grows when each student takes ownership of their role in it. This means arriving prepared and on time, following guidelines without needing constant reminders, and having consideration for others. These small, daily acts of discipline shape our character and show that we value our learning environment and each other. By consistently practicing responsibility, respect, and self-control, we create a culture marked by joy, diligence, and unity, reflecting the love of Christ in how we learn, serve, and grow together.