



2026-2027  
Handbook  
Blast Christian Academy

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## **Our Mission**

The goal at Blast Christian Academy is to prepare our youth to be salt and light in this world (Matthew 5:13-16), equipped with the Armor of God (Ephesians 6), and accountable to the Great Commission (Matthew 28:18-20).

## **Our Message**

- The Scripture is the inerrant Word of God, suitable for all matters of faith and practice. (John 17:17, 2 Tim. 3:16-17)
- There is one Lord, one faith, one baptism, one God and Father of all who is over all, through all and in all. (Eph. 4:5)
- God is expressed in three distinct persons: God the Father, God the Son, God the Holy Spirit. (Eph. 4:6)
- Jesus is the Christ, the only begotten Son of God, the Savior of mankind and Lord of all. (Mat. 16:16, Phil. 2:11)
- We are saved by grace, through faith, in Christ, at baptism, for good works which God has prepared for us. (Eph. 2:8-10, Acts 2:38-40)

## **Biblical Values Agreement**

Prior to enrollment, we require all families to agree to biblical values regarding but not limited to the nuclear family, homosexuality, gender roles, marriage, and overall morality as listed in our Contractual Family Agreement. Even if they do not personally live in agreement, or personally agree with these values, families must sign in agreement that these values are biblical and will be taught in our school.

## **Admission**

Blast Christian Academy is available for preschool (K4) through 5th grade students for the 2026-2027 school year. Students are intended to be age 4 by August 1st to begin K4, age 5 by August 1st to begin Kindergarten. Students must also pass an academic and behavioral screening prior to enrollment - results of this screening will be communicated to the parent as pass/fail.

## **Staff:Child Ratios**

Blast will always exceed state staff:child ratio requirements as we know this is of benefit to our children. The Kentucky Requirement for staff:child ratio is 1:24 at the early elementary age, increasing with the age of the child. Our ratios are as follows: 1:5 for K4, 1:8 for Kindergarten - 2nd Grade, 1:16 for 3rd Grade and up (w/floating aides).

## **Supply Fee**

There is a supply fee of \$300 for all students. Supply fees cannot be waived or discounted. Supply fees cover the cost of assessment tools, workbooks, and enrichment tools as well as basic school supplies. Supply fees are collected at the time of enrollment. A child is not officially enrolled until all fees have been paid and all registration paperwork fully completed. These fees are non-refundable.

## **Tuition**

Tuition at Blast Christian Academy is a monthly charge. Payments are due on the 15th of the month prior. August Tuition is due in May for returning students, and at enrollment for new students. September tuition is due on the first day of school. Monthly tuition will then be charged each 15th of the month through April. Please make checks payable to Blast Christian Academy, or pay on Zeffy. There will be a \$25 fee for all returned checks.

- Tuition for K4 is \$3750 per year. (\$375 billed monthly)
- Tuition for Kindergarten and up is \$4750 per year. (\$475 billed monthly)
  - 5% discount for tuition paid in full upfront
  - 2nd enrolled sibling receives \$50 off per month, 3rd enrolled sibling receives \$100 off per month
  - There are additional tuition discounts for students whose parents work full time in a ministry position and students whose parents have served in the Military. Families must request these as applicable.

## **Arrival and Departure Procedures**

Students' safety and security is the highest priority of Blast. When dropping off and picking up your child, you will be required to follow our admittance and release procedures. These procedures have been implemented for the safety and well being of your child. Staff has no authority to vary from the established procedures. Your assistance and cooperation in following these requirements is greatly appreciated and will always be in the best interest of your child.

1. Doors will open for drop off 15 minutes prior to the start of the school day. (No earlier than 7:45)
2. Students are not allowed to leave our facility unless accompanied by a person listed on their pickup authorization form. They may be asked to present ID.
3. In the event of divorce, separation, or other court-appointed custody change, Blast Administration must have a notarized copy of the court order on file to withhold a child from a parent/guardian.
4. If you are late to pick up (3:15 or after [12:15 for K4]) a \$15 charge will be applied to the next months' tuition for each day to cover the additional pay required for the staff member that must stay late to accommodate you. If this becomes repetitive, Blast reserves the right to issue a strike (see 'Discipline' heading).

## **Educational Co-op, LOI, and Parental Responsibility**

As an educational co-op, the legal responsibility for ensuring that each child meets the 170 instructional days required by Kentucky State Law falls to the parent.

- BCA will maintain records of attendance for in-session days and completed homeschool days.
- If a student misses a scheduled in-session day and does not complete their assigned work for that day, BCA cannot record it as an instructional day for that student.
- In such cases, it is the parent's responsibility to provide, document, and maintain records of additional instructional days to ensure compliance with state homeschooling laws.

Blast Administration will turn in the required Letter of Intent (LOI) for all students in Madison County district to the Board of Education as required by law. You may still send them a letter if you wish, but you do not have to unless you are in another district. Blast will maintain student grade and attendance records as mandated by the State of Kentucky.

## **Special Education Needs**

We do not have a special education program at Blast. Accommodations such as prompting, cueing, extra time, and scribing are done on an as-needed basis for any student. Any students enrolling at Blast who have a current IEP on file with another school must sign a form to discontinue their IEP. Students currently enrolled at Blast who develop or identify an academic need that we are unable to meet (as determined by the staff at Blast) will have the opportunity to unenroll without penalty.

## **Retention/Meeting Student Needs**

Students who are significantly struggling in more than one subject area will receive as much assistance as we are able to give them throughout the school day. It will be the responsibility of the parent to help close the academic gap for them. Students' academic achievements will be communicated to the family throughout the school year. A student who is significantly behind in more than one subject area may need to repeat a grade level the following year or make a move mid-year depending on the severity. This decision will be made by the teacher as well as Blast Administration and will be communicated to the parent along with the options associated with their specific scenario. Please know that all of this is done prayerfully, and with the students' best interest in the forefront.

## **Inclement Weather Policy**

In the event of inclement weather, we will make the best call as quickly as possible for our staff and students. If we decide to cancel, we will announce our decision on Class Dojo and Social Media as soon as possible. We will strive to make these announcements by 6:30am if we do have to close due to weather, or for any reason. Please be aware that each time we have a closure due to inclement weather, students will be expected to complete provided school work and those days will be counted as 'in-session' days.

## **Medication**

We prefer not to have to administer medication to students at all, but in extenuating circumstances, and with written permission from a parent, we can if needed. NO medication will ever be given to your child without a parent's written permission - this will need to be approved by the teacher and an administrator. Medication must be in the original bottle and properly labeled. After administering the medication the teacher or director will notify the parent with the time and amount of medication given.

## **Health Policies**

It is imperative that you inform staff of any allergies: food, stings, medications, etc., or any medical condition pertaining to your child as well as provide us with an epipen if your child needs one. This will assist us in being better prepared to handle any emergencies that may arise. Illness spreads very rapidly at school.

You may NOT bring children to Blast if they have experienced any of the following within 24 hours:

- 100 degree temperature or above, not to return until fever free without medication for 24 hours
- Vomiting or diarrhea
- Difficult or rapid breathing
- Discharge from eyes or red eyes, until released by a physician
- Head lice, not to return until 24 hours after treatment
- Strep throat, not to return until 24 hours after treatment and fever is gone
- Any rash or skin lesion that blisters or festers, not to return until released by a physician
- Signs of sickness such as fatigue, sore throat, runny nose, cough, or cold symptoms

If a student becomes ill during the day, the parent/guardian will be contacted immediately. The student will be escorted to the school office receiving one-on-one attention to ensure that individual needs are met, and to reduce the spread of infection/illness. The child will remain in the office until a parent/guardian or an authorized adult arrives to get them. In the event a parent/guardian cannot be contacted within two (2) attempts, the emergency contact(s) provided on their school forms will be notified. In serious cases, the child will be taken to the hospital of choice by ambulance or emergency vehicle for treatment, and the parents will be called as soon as possible. For the protection of the children and Blast, decisions will be made that err on the side of caution. All sick policies are subject to the discretion of Blast Administration.

## **Lunch**

Students at Blast will need to bring their lunch each day. It is the parent's responsibility to ensure that the lunch provided is healthy and includes everything the child will need for their meal. We cannot keep cool, cook, microwave, or reheat any food so please pack a lunch that is ready to be eaten. We are NOT a peanut free environment. If your child has any food allergies or special dietary needs please discuss this in detail with Administration prior to enrollment.

## **Dress Code**

Our bodies are temples of the Holy Spirit, created in the image of God. The purpose of the human body is to bear that sacred image and honor God (1 Cor. 6:19-20). In 1 Timothy 4:12 we read, "Let no one despise or think less of you because of your youth, but be an example for the believers, in speech, in conduct, in love, in faith and in purity." The way we present ourselves through our dress and general representations should represent Christ-like purity & conduct. Godliness, cleanliness, modesty, practicality, neatness, & safety need to be considered when dressing for school.

- Students may only wear clothing to school that they are able to manage independently (ex: coats, pants, shoes).
- Students may only dress according to their gender. Cross-dressing is not permitted, including on dress up days.
- Students may not wear clothing with vulgar words or pictures.
- Students may not wear clothing representing drugs, smoking, or alcohol companies or usage.
- Clothing should be well fitting, not too small or too tight.
- Clothing must cover the chest, abdomen, and back side during all movements.
- Shorts must be a modest length - the fingertip test is a great way to ensure this.
- Undergarments must not be visible.
- Girls wearing dresses MUST wear shorts or opaque tights underneath.
- No midriff tops or thin-strapped tops are allowed.
- Hats, hoods, and sunglasses should not be worn during instructional time, unless permitted by the teacher.
- Pajamas are not appropriate for school, unless permitted by the teacher.
- Heavy makeup and distracting accessories are not permitted.
- Footwear should be suitable for school activities.

Parents will be contacted immediately in the event of any breach of this dress code. It will be the parent's responsibility to provide alternative clothing for the child before they may return to class.

## **Technology Policy**

At Blast Christian Academy (BCA), we recognize that technology, including cell phones and smart watches, can play an important role in a student's life for communication and time management. However, to foster an environment that prioritizes learning and minimizes distractions, the following guidelines for the use of cell phones and smart watches will apply.

- Students are permitted to bring cell phones to school, but they must be kept on silent and in the student's backpack, unless otherwise permitted for educational purposes by a teacher or staff member.
- Smart watches may be worn by students but must remain on silent during instructional time to avoid disruption. If a smartwatch is a distraction to learning in any way, the student will be asked to put it in their backpack. Students are not permitted to use smart watches to text, make calls, or access apps during school hours unless instructed by a teacher.
- Texting, social media, games, or other non-educational use of these devices is strictly prohibited on school grounds.
- No student will ever be permitted to use a device to take a photo of another student, due to photo release protection.

To ensure that cell phones and smart watches do not interfere with the academic environment, the following consequences will apply if a student fails to adhere to the policy:

- 1st offense: The student will be reminded of the policy, and the device will be taken for the remainder of the school day.
- 2nd offense: The device will be taken, and a parent/guardian will be required to pick it up from the office.
- 3rd offense: The device will be confiscated, and further disciplinary action may be taken, including a meeting with the administration.

## Discipline

Student standards and expectations are for the purpose of fostering spiritual development, encouraging wholeness, strengthening unity, and building integrity. Being a part of Blast is a privilege and with this privilege come certain responsibilities. Character building is an integral part of our program. As Christians, we operate from the premise that living our lives based on Biblical standards enables us to glorify and please God. Within the school setting, there are certain character traits which not only please God but make for positive relationships within the school community. In an atmosphere of definitive and positive Christian standards of conduct, there is an opportunity for the development of a strong and stable Christian character. Students displaying inappropriate attitudes and behavior will be appropriately disciplined. Students are expected to refrain from the following or face disciplinary action that may include suspension or expulsion. This list is not all-inclusive and may be amended at the discretion of the administration.

- Vulgar language/Lord's name in vain
- Fighting
- Bullying
- Putting Hands on People
- Verbal abuse/Criticism
- Indecent exposure
- Cheating
- Vandalism
- Stealing
- Disobedience
- Defiance/Disrespect
- Lying
- Sexual Immorality
- Violent threats or action

\*In order to provide and maintain a safe environment, students are prohibited from bringing guns, knives, or any other weapon to school. Students are also prohibited from bringing any sort of tobacco product and/or illicit or illegal products. These items will be immediately confiscated and not returned.

Blast utilizes a school-wide 'strike' system for unacceptable behavior.

1. First strike - the teacher will discuss the child's behavior with the director and child's parents to gain insight into the cause for the behavior and to develop an appropriate solution.
2. Second strike – the director, classroom teachers, and parent(s) will meet together to discuss behavior concerns and develop an implementation plan for behavior improvement.
3. Third strike – the child will be dismissed from the program.

Blast staff reserves the right to bypass the above three-strike policy if the behavior deems necessary.

## Class Dojo & Communication Requirement

We use Class Dojo as a behavior management platform. Parents are required to have easy access to Class Dojo, check updates in a timely manner, and respond as needed. This platform will track student behavior and communicate it to parents. This system is designed to help students learn that they are responsible and accountable for their own behavior and to help them learn self-discipline over time. To aid students with this transition according to their developmental readiness, our lower level students receive or lose extrinsic rewards based on their behavior. Throughout a students' time at Blast, they will learn that the true reward for goodness is intrinsic and usually around 3rd grade, our behavior management systems will transition to support this as well. We do support the Biblical model that disobedience earns consequence. Teachers and Administration will assign a fitting consequence for poor classroom behavior.

## Parent Involvement

The opportunity for parent involvement in the classroom will be communicated by each teacher. Family members who wish to be a part of our special days throughout the year will have to complete MinistrySafe Training and a Background Check at their cost (you may provide a current Background Check completed elsewhere or one will be assigned to you through MinistrySafe). Parent/teacher conferences will be held at least once during the school year and at other times as needed to discuss progress, accomplishments, and concerns. Communication between the lead teacher and parent is mandatory.

## **Updating Records**

In order for us to best serve your child and his/her needs, it is imperative that all records on file remain current. Any changes in address, phone number, health information, emergency numbers, parental custody, permission to photograph/video, and child pick-up authorizations must be promptly reported in writing to Administration.

## **Picture / Video Permission**

ALL students' photos may be taken and shared with their class on Class Dojo and used for other in-school activities and events periodically by the teacher. Parents have the option to download photos from Dojo - please do not share photos of students other than your own on social media platforms in order to protect student confidentiality and respect photo release preferences. We ask all parents' permission to have their child's photograph or video taken for use on our Blast Facebook page, website, and any and all online platforms. This permission is found in the Student Information Form.

## **Outdoor Play**

Students may only go outside for recess in temperatures over 40 degrees and under 94 degrees. Dress your child appropriately to enjoy God's beautiful world.

## **Labeling of Personal Items & Extra Change of Clothes**

It is a good idea to mark all personal property with your child's name. Parents of students in K4 through 2nd grade are required to include in their child's backpack an extra set of "seasonally appropriate" labeled clothes for emergency purposes. This extra set needs to include tops, bottoms, undergarments, and socks.

## **Responsibility for Personal Property**

Blast is not responsible for lost, stolen, or damaged items. Please adequately label and care for personal items to avoid these situations.

## **Building Security**

Blast has taken many measures to enhance the security of our building. All exterior doors stay locked and monitored throughout the day. All visitors to the church and the school must check in through our office, show ID if needed, and exchange their car keys for one of our visitor badges. Badges must be worn and visible through the entirety of their stay.

## **Disaster Procedures and Emergency Drills**

We practice safety drills at school. Evacuation routes are posted in all classrooms. Our school does have an EOP (Emergency Operations Plan) that covers more detailed information in case of a variety of situations, but for the safety of our students, this information is not available to be shared with anyone other than staff and emergency teams.

- FIRE: Teachers will lead their class to one of the posted emergency exits and keep the children as far away from the building as possible.
- TORNADO: Teachers will take their children to the nearest severe weather shelter zones and remain there until the tornado has passed - these areas were determined during the building inspections by the codes department.
- EARTHQUAKE: Students will assume the disaster position in an interior hallway and will remain in this position until it is safe.
- LOCK-DOWN: Students will move to a space out of the line of sight from the door, teachers will lock the door, close the classroom window, and listen for further direction.

**Withdrawal Policy**

Our contracts are binding from the time of signature to the completion of the contract; therefore, full tuition charges are due in the event of voluntary withdrawal or involuntary dismissal of any child (unless otherwise stated by Blast). The parent/guardian's signature on the Contractual Family Agreement is an agreement of good faith and character to these terms. The program director must be notified in writing 30 days prior to the date of withdrawal for the school board's approval. After the director has received the request and the board has met, the family will be notified of its decision. In the case that the school board grants the withdrawal, no further payment will be required. Requests denied by the board will include a notice of the remaining charges on the account. These charges are due upon receipt of the decision in order to avoid additional collection fees.

**Dismissal Policy**

Blast Christian Academy reserves the right to terminate the enrollment of a child if it has been determined by the school board or Director that the retention of the child at Blast may prove to be detrimental to any or all involved, or if fees have not been paid.

**Mandatory Reporting**

Blast Christian Academy and its employees will report any suspected cases of child abuse, neglect, and/or the appearance of impairment by drugs or alcohol. All suspected cases of child abuse or neglect shall be reported to The Cabinet for Health and Family Services at (859) 245-5258. All suspected cases of impairment by drugs or alcohol will be reported to local law enforcement. A staff member suspected of child abuse or drug or alcohol impairment will be asked to leave BCA immediately and will not return until the completion of investigation and the teacher has been declared innocent. Please understand that we take this responsibility of protecting children very seriously.

**Non-Profit Status**

Blast Christian Academy INC. is a Non-Profit (501(c)3) educational organization. We function as a homeschool co-op providing Biblical education services to families in Madison County, KY and surrounding areas.

**Inclusion Policy**

Blast accepts applications from and admits all qualified students. Blast does not discriminate on the basis of race, color, sex, religion, national origin, ancestry, or disability.