



Policy Manual 2026-2027

VISION

Arrows Academy exists to train and equip the next generation of ministers of the Gospel, while coming alongside families as they faithfully raise their arrows to stand firm in truth, walk boldly in faith, and impact the world for Christ.

MISSION STATEMENT

Our mission is to equip and encourage families to train, protect, guide, and prepare their children through an engaging, Christ-centered learning environment. In order to develop a heart to love, follow, and serve Jesus in everyday life and around the world.

*Scripture References: **train** Proverbs 22:6, **protect** 2 Corinthians 6:17-7:1, **guide** Proverbs 1:8-9, Deut 6:5-9, **prepare** Matt 24:44, Romans 13:11-14, 1 John 2:28*

STATEMENT OF FAITH

We believe the Bible, both Old and New Testaments, to be the verbally inspired Word of God, the final authority for faith and life, inerrant in the original writings, infallible and God-breathed. Together, they are the complete revelation of His will for the salvation of men and the Divine and final authority for all Christian faith and life.

We believe that there is one God, eternally existent in three persons, Father, Son, and Holy Spirit.

We believe in the deity of our Lord Jesus Christ, who is both fully God and fully man. We believe in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension and His personal return in power and glory.

We believe that the Holy Spirit is a Divine person proceeding from the Father and Son, and is therefore eternal and of the same essence, majesty, and glory with the Father and Son. We believe therefore that the Holy Spirit is truly and fully God. We believe that the ministry of the Holy Spirit is to glorify the Lord



Jesus Christ, and during this age to convince men of their sinfulness; restore the believing sinner; and indwell, guide, instruct, and empower the believer for godly living and service.

We believe that salvation is the gift of God brought to man by grace and received by personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of our sins. We believe in the existence of Satan and fallen angels that are working in the world to destroy the souls of men. We believe that all Believers should live in a manner as not to bring reproach upon their Savior and Lord.

We believe it is our calling as believers to witness to others (through the life we live and the words we say) by proclaiming the Gospel and the love of Jesus Christ to all mankind.

We believe in the Church, which consists of all believers in this present age. We believe that the true Church is composed of all such persons who are saved by grace through faith in Jesus Christ and are being regenerated by the Holy Spirit, united together in one mind and one accord. This is the body of Christ in which He is the Head.

We believe in "Blessed Hope", the personal return of the Lord Jesus Christ, for His redeemed one; and in His return to earth, with His saints, to establish His Kingdom. We believe in the bodily resurrection of all men- the saved to eternal life, and the unsaved to judgment and everlasting punishment.



GOVERNING VALUES

Jesus said to them, "You shall love the Lord your God with all your heart, with all your soul and with all your mind...And the second is like it: you shall love your neighbor as yourself." (Matthew 22:37-39)

1. **Christ-centered** - We believe the Bible is the infallible Word of God and we look to it to shape our lives.
2. **A safe and loving environment** - We value unconditional love and grace for one another.
3. **Fellowship** – We create space for close interaction to encourage and strengthen one another.
4. **Uniqueness** - We value the uniqueness of each family's call and purpose.
5. **Parental authority and home education** - We desire to be a support to the home-educating community. God has given parents the awesome responsibility to teach their children in the way that they should go. We hope to be able to provide quality, creative, educational and spiritual experiences, lasting friendships, and precious memories for the families at Arrows Academy.

CONFLICT RESOLUTION POLICY

"Moreover if your brother sins against you, go and tell him his fault between you and him alone.

If he hears you, you have gained your brother. But if he will not hear, take with you one or two more,

that by the mouth of two or three witnesses every word may be established.

And if he refuses to hear them,

tell it to the church, let him be to you like a heathen and a tax collector.

Assuredly, I say to you, whatever

you bind on earth will be bound in heaven, and whatever you loose on earth will be loosed

in heaven." (Matthew 18:15-20)

"What do you want? Shall I come to you with a rod, or in love and a spirit of gentleness?"

(1 Corinthians 4:21)



Unfortunately, personality conflicts and misunderstandings can happen. Though rare, it is important we agree on how to deal with these situations before they arise. We've chosen to base the structure of this policy on Matthew 18:15-20 and the spirit of this policy on 1 Corinthians 4:21.

Many disputes/differences can be properly resolved by overlooking an offense and forgiving the person who has offended. Because of this, we ask that you pray about the issue to decide if it is important enough to deem confrontation. If, after prayer, God gives you the peace to dismiss the issue, then it is passed and forgiven and is NOT to be discussed with others. Please do not gossip or slander about one another which brings strife and creates division in the body

If, however, after prayer, you feel the offense must be addressed, the offended party must first seek to resolve* conflict between the two individuals involved. If either party is unsatisfied or a resolution* cannot be met, they must seek the assistance of an objective party (typically a member of the leadership team) to mediate.

As a last resort, the conflict will be taken to the Arrows Academy Advisory Council and they will make the final decision.

**resolve/resolution=achieved when all parties reach mutual agreement or understanding.*



FACILITY RESPONSIBILITIES

We are guests in this facility. It must be respected, inside and out, at all times.

The parking lot can be a dangerous place. Please be aware of ALL children, not only your own.

Poirier Family Ministries has contracted with the church for certain areas of the building. Please use only the classrooms and spaces we have permission to use. Classes officially end at 12:30 P.M. each Thursday and Friday. Please remember to maintain proper decorum in the hallways and throughout the building out of respect for church employees who are working.

All children must have clear beverages. All beverage containers must have a lid at all times.

No food or drink is allowed in the sanctuary. Gum chewing is not permitted in the church.

PARENT RESPONSIBILITIES

1. Families should arrive at 8:45-8:55am for the Opening Assembly beginning at 9AM.
2. If a child or family intends to be absent please let the Director know as soon as possible.
3. Children must be enrolled and should participate in all three and a half hours that the school is in session.
4. Please be familiar with tuition and fee schedules, and do your best to pay on time.
5. Please check your child's backpack at the end of each school day and follow syllabus instructions for homework or look for further directions.
6. Parents are NOT expected to remain on the premises while children are participating in Arrows Academy.
7. Parents are responsible for their children and their children's behavior while they (the parents) are in the building. Children are not permitted outside the building without adult permission.
8. Parents must read "Supply List" and purchase all necessary texts, materials, and other specified items prior to the start of classes.



TEACHER RESPONSIBILITIES

1. Be punctual. Be prepared for each class. Do your job with excellence.
2. Teachers will prepare a course description and syllabus for the course they are teaching and provide needed supply lists and curriculum purchases needed for each family.
3. All students are required to address adults as Mr. / Mrs. / Miss first or last name.
4. Be willing to communicate with parents regarding their child's progress and behavior while in your class. If you are having difficulty with a student, please communicate your concerns to the parent. If you are having continued difficulty with a student's behavior, please seek assistance from the Director.

STUDENT RESPONSIBILITIES

1. Be on time.
2. Be prepared. Due to the nature of the "once a week" classes, it is imperative that students stay current with their assignments.
3. Walk and speak quietly in the halls between classes.
4. Honor parents and teachers.
5. Be respectful of the church property, as well as other people and their property. Keep hands and feet to yourself.
6. Complete class requirements and cooperate with teachers at all times.
7. Exercise self-control and respond appropriately to the teacher's directives, acting with integrity both academically and socially. *1 Chronicles 29:17. "I know, my God, that you examine our hearts and rejoice when you find integrity there."*
8. Encourage and support one another in a gracious and loving environment. Name calling or destructive comments toward one another will not be tolerated.
9. Please leave personal items and toys at home unless directed by the school to bring. (*see electronics and personal items*)
10. Students need a backpack with all required items necessary for their classes: pens, pencils, crayons, etc. according to teachers' instructions.



EMERGENCY/SNOW DAY POLICY

In case of severe weather or other extenuating circumstances, you will be notified through Band or by text by 8:00 A.M, Thursday and Friday morning, should the school be closed.

In the event we must cancel **more than one** day of school due to weather or other unforeseen circumstances, we will **NOT** make up the day as a school. If we miss more than one day, we can make it up by scheduling a field trip, service opportunity, or family worship night.

OPENING ASSEMBLY

We meet every Thursday & Friday morning prior to the start of classes for a time of worship, prayer, and announcements. In an effort to set the day in order we will begin our day with giving God all the glory, all the honor, and all the praise! We will also pray over the children and our day! If necessary, will announce any important news at this time as well. All students are expected to attend the Opening Assembly in the sanctuary.

BATHROOM POLICIES

Preschoolers must be potty trained. Teachers will not be able to assist with toileting. If assistance is needed, the helper, director, or parent will be called to assist. Parents are encouraged to encourage their child to go to the potty prior to class. If a potty accident occurs, it may require calling the parent to assist with changing.

When adults are assisting children (who are not their own child) in the bathroom, doors will remain open.



LOST AND FOUND

There will be a designated box in the Arrows Academy supply closet for lost and found items. It will be available upon request.

VISITORS

All visitors to the school must be approved by the Directors, and affected teachers 48 Hours prior to their visit. Visitors include anyone, with the exception of a parent, not normally in attendance. Contact one of the Directors to seek approval for any visitor. Visitors will not be permitted to sit in on classes unless the Director has had appropriate notice to confer with the affected teacher.

SNACKS AND DRINKS

Children should have a closed container of water with them at all times.

Snack time is designated during the school day. Please bring a personal snack to eat for snack time.

ILLNESS POLICY

Participants should not attend school if they are sick or are experiencing any of the following symptoms:

1. Colored mucus
2. Diarrhea, vomiting, or nausea (within last 24 hours)
3. Eye drainage
4. Virus or infection (known to be contagious)
5. Rashes (contagious)
6. Contagious symptoms, including but not limited to, lice, ringworm, etc.
7. Fever (within last 24 hours - unmedicated)
8. Covid-19 exposure or symptoms, see Covid policy below.



Should there be any questions, the teacher of the class or Director will determine if any student fails to meet the health guidelines. Please keep in mind that this policy is essential for the health and protection of all of our children and families.

DISCIPLINE POLICY

Every student is expected to behave in a Christ-honoring and respectful fashion at all times. If a child is disrupting a class session and does not respond to verbal redirection, we will ask the parent to assist the child in the next session.

If a parent fails to control the child's disruptive behavior, or the child's behavior involves physical violence or the threat of physical violence, Arrows Academy reserves the right to dismiss the child from that class.

Failure to respect the host facility can result in possible dismissal. Policies and procedures are in place for everyone's safety and protection. Failure to abide by the stated policies of Arrows Academy may be cause for removal from the school.

ELECTRONICS AND PERSONAL ITEMS

Cell phones, other electronic games/equipment, or personal items such as trading cards, headphones/earbuds, etc. are NOT to be used during class or opening assembly unless approved by the teacher. Teachers may remove any such item that is causing a distraction, returning it to the parent.

Weapons, knives of any kind (pocket or otherwise) are prohibited, unless specifically in use for meals or teacher-approved classroom activities. Tobacco, alcohol, and drugs are prohibited.



Parents are encouraged to maintain possession of any medication a child may require, with the exception of those that must remain with the child for their safety (ie: epipen).

DRESS CODE

In keeping with the values of purity and integrity that the Poirier Family Ministries and Arrows Academy holds please dress comfortably and modestly.