

Parent-Student Handbook 2020-2021

Great Foundations Christian School exists to glorify God by providing quality, Christ-centered education that will nurture students to become spiritually minded, academically versed, socially balanced, and equipped to make a positive impact in their community to the glory of our Lord Jesus Christ.



Welcome to Great Foundations Christian School! The purpose of GFCS is to provide a Christian foundation for the teaching and training of Chadron area children. Realizing that parents have the main responsibility for the teaching of their children, we are here to assist families and churches in the development process. Being non-denominational by choice, we hold firmly to our Statement of Faith, and exist to glorify Christ through this ministry in the Chadron Area.

If you have any questions concerning any of the policies stated in this handbook, please contact our office at 308-430-5794 or visit us at 1041 E 3rd Street Chadron, Nebraska.

The mission of GFCS is to honor the Lord Jesus Christ by providing students with an education based upon academic excellence and biblical values.



VISION STATEMENT

Great Foundations Christian School exists to glorify God by providing quality, Christ-centered education that will nurture students to become spiritually minded, academically versed, socially balanced, and equipped to make a positive impact in their community to the glory of our Lord Jesus Christ.

Statement of Faith

GF Christian School holds the following statements of Christian belief to be the foundation on which we will operate:

1. We believe the Bible to be the only authoritative Word of God, inerrant and infallible. (2 Timothy 3:16)
2. We believe there is one true God, manifested in three distinct Persons known as the Trinity, the Father, Son and Holy Spirit (Genesis 1:1, John 10:30)
3. We believe in the deity of Jesus Christ, who is the second person of the Trinity and that He possesses all of the attributes of the Father. He is the only Son of God. He was born of a virgin and He is God incarnate (both God and man). He is mediator between God and man and will return in glory. (Matthew 16:27)
4. We believe the Holy Spirit, the third member of the Trinity, possesses all the attributes of the Father and the Son. The Holy Spirit indwells, instructs and empowers all believers for spiritual service. (Matthew 28:19)
5. We believe in the bodily resurrection of the saved and the lost, the saved to eternal life and the lost to eternal punishment. (John 5:28-29)
6. We believe in the present ministry of the Holy Spirit who gives us spiritual gifts for the purpose of equipping us for the building up of the body of Christ. (John 14:26)
7. We believe that all who place their faith in Jesus Christ are placed by the Holy Spirit into the spiritual body of believers known as the Church with Christ as the head. Genuine salvation will show itself by righteous attitudes and edifying conduct as a believer submits himself or herself to the control of the Holy Spirit. (Ephesians 2:8-9, Matthew 5:16, Acts 26:20, James 3:13)
8. We believe in the creation of man by the direct act of God. (Genesis 1:26, Genesis 5:1-2)
9. We believe that man is sinful by nature and that regeneration by the Holy Spirit is essential and an absolute necessity for his salvation. We believe that eternal life is a free gift of grace for all who believe. (Romans 3:19 and 23, John 3:16-19, Ephesians 2:18-19, Titus 3:5-6)

GENERAL INFORMATION

Approval

Great Foundations Christian School is approved by the State Department of Education for operation from Kindergarten through 8th grade. Each teacher in these approved grades has a valid teaching certificate.

Great Foundations Learning Center operates in compliance with the State of Nebraska Department of Human Services.

School Board

Great Foundations Christian School is incorporated and under the control of a minimum of a three member school board.

They help make all the policies of the school. Members of the Board clearly demonstrate spiritual leadership in their homes and work place, and have a working knowledge of good educational practices. If you would like to get in contact with any of our current school board members, their contact information is found in the back of this handbook.

Faculty and Staff

Each person who works at Great Foundations Christian School is a Christian who has exemplified Christian living and has a concern for the academic and spiritual growth of the children. Each teacher is certified to teach where that is required, and is competent in his/her area of teaching.

Admissions and Enrollment

Families requesting that a student be enrolled into grades K—8, will complete a new student application. In addition to other pertinent enrollment information, a space is available on the form providing an option to share any additional information. Examples may include what has drawn the family to GFCS, perhaps their testimony of faith in Jesus Christ, or other information they may wish to include. To better understand and serve their needs, a family will be asked questions about their faith during the "in-person" interview process.

The school does not discriminate on the basis of race, color, national or ethnic origin.

Parents desiring to place their child into GFCS should notify the school office and request an application form. Application forms may also be downloaded from our website or by visiting the school to pick up a packet. www.greatfoundationschristianschool.org.

Submit your application along with the appropriate Registration Fee. Applications are not considered complete without the registration fee. Registration fees are non-refundable. In some cases, an entrance test is required. No applicant will be seriously considered as a prospective student who has had a serious scholastic or discipline problem. Upon receiving the application form and registration fee, the Administrator will set up a family interview. It is ideal if both parents and the prospective student to be in attendance.

The school board will then review the application, and a letter of acceptance (or non-acceptance) will be sent to the parents as soon as possible.

Upon acceptance, the following requirements will be due immediately:

"Release of Student Records" form signed and returned for students entering grades 1-12.

Appropriate physical, eye exam and immunization documentation for all Kindergarten, 7th grade and out-of-state transfer students as required by the State of Nebraska.

Certified Birth Certificate for grade K, or unless a birth certificate is not included in the transferred student records.

This completes the registration process. Students cannot be admitted to the classroom until all the requirements have been met.

NEW ENTRANCE REQUIREMENTS into Kindergarten —A student must be 5 years old by July 31, 2019

**AFFORDABLE
EXCELLENCE**

Tuition

GFCS families with students in grades K-12th may choose one of three types of payment plan:

Payment in full (qualifies for a 5% discount if paid in full by July 31st).

10-month (first payment due August 1st and last payment due May 1st).

12-month (first payment due June 1st and last payment due May 1st).

Tuition Account Statements are mailed, emailed or sent in the following Monday Folders by the 15th of the month for the following month's tuition.

Students enrolling after August 1st will have their tuition divided by the number of months remaining in the school year with the final payment due on May 1st.

Tuition payments are due by the first of each month. All payments received after the 10th of the month will incur a \$10.00 per student late fee (maximum of \$30.00).

If payments should become over one month in arrears, GFCS reserves the right to withhold

admittance of students to class until arrangements have been made with the school administration.

A \$10.00 fee will be charged for checks returned for non-sufficient funds. All future payments will require cash (exact amount), money order or cashier's check.

Tuition checks are payable to Great Foundations Christian School. Because of security reasons, we prefer that accounts not be paid in cash. Mail checks to Great Foundations Christian School at 1041 E 3rd Street, Chadron, NE 69337 or drop off in the school office.

Costs

Registration Fee=250/yr.

Student= 250/month or 2500/yr.

Family discounts are available for families with more than one student continually enrolled.

(Family discounts do not apply to those who qualify to receive the Pastoral Discount or the Referral Discount.)

Family Discounts:

2 students - \$1000.00 discount

3 or more students - \$2500.00 discount



Pastoral Discount

In order to help our pastors who serve in the ministry, GFCS currently offers a Pastoral Discount of 50% off full price tuition. (Family Discounts do not apply if you qualify for this discount.)

Referral Discount

A 1/2 price discount will be given to current GFCS families for each new K-12 family they refer. New families must be accepted to GFCS to receive the referral discount. The discount will be for the entire school year.

Withholding of Records for Unpaid Tuition or Fees

The records of any student who has tuition due or any other sum due the school shall be withheld until said sum is paid in full or other such arrangement to pay is made. Such records include transcripts, grades and any other written item in the possession of the school. The parent who owes the tuition or any other sum may work out an arrangement to pay provided the arrangement is satisfactory to the Administrator to secure the release of the records. This is especially applicable at the end of the school year. No documentation will be disclosed if any such balance remains in a tuition account, family account, library or cleaning fees that are due, or any other said balances that are due. The school office reserves the right to withhold information. All accounts must be paid in full. Notices go out several weeks before the school year ends.

HEALTH REQUIREMENTS

Physical Exam

Nebraska State School Law 79-444 requires students entering Kindergarten, Seventh Grade or from another state regardless of grade level, to show evidence of a physical examination by a qualified physician within the past six months, or a parent/guardian signed waiver. According to State Law, any student who does not comply with the State Immunization and Physical Examination Requirement shall not be permitted to continue in school.

Vision Exam

Students entering school for the first time, including kindergarteners and transfer students from out of state, will be required to provide proof of a vision evaluation for amblyopia (lazy eye) and strabismus (misalignment of the eyes). These conditions are two of the most common vision disorders in young children. A vision exam form stating the results of the evaluation must be signed by an optometrist, physician, physician assistant, or advanced practice registered nurse taken within six months prior to the student's entrance.



Immunization Requirements

Students will be required to be immunized against hepatitis, measles, mumps, rubella, poliomyelitis, diphtheria, pertussis, varicella (chickenpox) and tetanus prior to enrollment. Any student not in compliance shall not be permitted to continue in school. A list of current Immunization Requirements is available upon request. Exemptions shall be granted for the following

reasons (a form for these purposes may be obtained from the school office):

Medical exceptions for health reasons substantiated by a signed statement from a physician; or

Religious conflict substantiated by a signed affidavit from the student's legal guardian.

Students may be provisionally enrolled in a Nebraska school if they have begun the required immunizations and continue to receive the necessary immunizations as rapidly as is medically feasible.

Medication

It is GFCS policy not to administer any non-prescription drugs without the signed permission of the parent, due to potential liability in the event of allergic reactions to certain medications. Do not bring them to school unless absolutely necessary. All medications (prescription or non-prescription) must have a Medical Release Form. Medical Release Forms are obtained through the school office.

Communicable Diseases

Students suspected of having a communicable disease will be sent home, and may not return until they are no longer contagious or have been on prescribed medication for 24 hours. These diseases include: Pink eye, chicken pox, pneumonia, scabies, measles, whooping cough, ringworm, head lice, mumps, pinworms, impetigo, strep throat, fever, vomiting and diarrhea.

Illness Guidelines

Don't send your child to school when he/she is experiencing any of the following symptoms:

Fever: If the child has had a fever over 100 degrees in the past 24 hours, he/she should remain at home for the day.

Vomiting & Diarrhea: If the child has had either or both in the past 24 hours, he/she should remain at home for the day.

Pink Eye: The child must have received treatment for 24 hours or have a doctor's note to admit him/her back to class.

Contagious Skin Conditions: Such skin conditions as scabies or impetigo must be treated before the child can return to class.

Yellow/Green Discharge from Nose: The child must be on medication for 24 hours before he/she can return to class.

Head lice: The child must be appropriately treated with no evidence of nits before he/she returns to class.

Student Health and Emergency

Student Health & Emergency Form is sent home at the beginning of the school year. This information is to be reviewed and returned with any necessary changes. Each child must have a signed Student Health & Emergency Form on file for emergency purposes. All information received is considered confidential.

CURRICULUM

The purpose of Great Foundations Christian is to teach each subject from the viewpoint of God's Word. Teachers are committed to this purpose, and with the desire to have each student see that God created and sustains all things, and that He controls and works in the affairs of people. Textbooks are chosen from a variety of publishers, Christian and secular, that best meet the goal of agreeing with God's Word and being strong academically.

Great Foundations Christian School currently uses mostly Christian textbooks (ABeka Books) and uses Saxon Math Program for grades 5 through 8 and Pearson for grades K-4th. **We use Purposeful Design for grades K-6 for Bible and 7/8th Grade uses Biblical curriculum decided upon by the Bible Instructor.**

Promotional Requirements

To be promoted to the next grade, a student must make satisfactory progress in mastering the material presented during that year of study. **If a student is pulled from school early for whatever reason, one of the following will take place: Grades will be entered as**

incomplete or a final grade will be totaled for what the student has turned into up to that point. Discretion is left to the student's teacher.

Grading System

The following method of grading is used:

GRADING SCALE	
A = 100-93	C = 76-73
A- = 92-90	C- = 72-70
B+ = 89-87	D+ = 69-67
B = 86-83	D = 66-63
B- = 82-80	D- = 62-60
C+ = 79-77	F = BELOW 60

Report Cards

Report cards are issued approximately every 9 weeks with mid-term reports issued every 5 weeks. Parent-teacher conferences are scheduled after the 1st quarter and between the 2nd and 3rd quarters. Report cards should be signed by the parent and returned to the teacher within three school days. Additional parent-teacher conferences will be scheduled as deemed necessary.

Honor Roll for Grades 5-8: A 3.5 and 4.0 honor roll will be reported to the office quarterly after report cards are sent home. We will publish those names in the Mane News. The determination is based on the following scale (not including pluses or minuses): A=4 pts., B=3 pts., C=2 pts. Only core academic subjects plus Bible grades are factored into this. PE, Music and Art are not included.

Homework

Homework is assigned for several reasons:

- to practice what has been learned in class,
- to expand areas of learning beyond the classroom,
- to provide experience in self-directed responsibilities which include research, deadlines, proper use of time, and
- to complete work not finished at school.

Homework which is turned in late may be given a lower grade. If it is excessively late, it may be given a grade of 0. The homework, however, will still be required.

Make-up Homework: Assignments may be picked up after school at 3:45 p.m.. Please call ahead to notify teachers that you will be picking up your child's homework.

Standards of Written Work

All assignments should be done neatly, and in accordance with the teacher's standards for the class. The student should strive toward correct usage of grammar, spelling, and punctuation in all written work.

Achievement Tests

Students are given the Terra Nova 3 Achievement Test each year to measure their academic progress. Results are available to parents after scoring has been completed. Students in grades K-8th are given the Terra Nova during the month of April.

Books and Supplies

Textbooks are loaned to the student by the school. It is important that these books be used respectfully and with care as they are used for several years. Book covers should be used on all textbooks. If a book is damaged or lost, the student will be required to pay for it. Individual student supplies such as paper, pencils, ruler, etc., are to be provided by the student. A student supply list is available for each grade as requested by the teacher.

Library

All students have the privilege of using the library. Library books may be checked out for a two-week period. No more than two library books may be checked out by a student at one time. Additional books may be checked out only if all other books are returned and fines paid. Students will be fined 10¢ per school day for each book that is overdue (this does not include Saturdays, Sundays or days that school is not in session, or days that a student has an absence due to illness). Any lost books, overdue or damage fines must be paid prior to receiving the end-of-year report cards.



Students will not be allowed to check out books if they have overdue books. If it has been overdue for one month, it will be treated as a lost book and parents will be billed for the replacement cost of the book.

Computer Usage



Each classroom is equipped with computers and is available for use by students under the supervision of their teachers for research, keyboarding instruction, and other uses. Unsupervised use is not permitted. Parents and students will be required to sign an Internet Policy before being allowed to use classroom computers for Internet access and for use in our Technology Program.

Field Trips

Field trips are considered part of the curriculum of the school. They are carefully planned, and parental involvement is appreciated. Parents are welcome to make suggestions for field trips, and offer ideas for future use. You will be informed well ahead of time of any trips by your child's teacher, and signed permissions slips will be required for each individual trip. Remember... all students must have a signed Student Health & Emergency Information form on file. Students will not be allowed to attend any field trip without this documentation.

If you volunteer to drive for or accompany a class on a field trip, we require that no other siblings (younger or older) or other children in your care are allowed to accompany you so that your full attention can be given to the GFCS students you are driving/chaperoning for. All chaperones must have a completed Child Protection Policy on file. It is required to have a driving record and proof of insurance on file.

SPIRITUAL EMPHASIS

Teachers

All teachers are Christians who have put their faith in the Lord Jesus Christ as their personal Savior from sin. Their desire is to see students grow in their relationship with Christ. They are available for help and counsel at all times.

Instruction

All subjects are taught from the viewpoint of God's Word. Bible classes are taught not only to increase a student's knowledge of the Bible, but also to encourage growth in faith and obedience.

Chapel

Weekly chapel programs provide opportunity for student participation. They provide a means of group worship and spiritual challenge. Outside speakers from the Christian community as well as student led presentations comprise our weekly chapel services. Our school collects a weekly offering which is used to support various Christian projects and/or individuals.

Prayer

Teachers meet regularly for prayer times. Students have regular prayer times in the classrooms.

Christian Service and Outreach

GFCS students and families are involved in various service and outreach projects throughout the school year.

"Growing in Wisdom and Stature" Recognition - Growing in Wisdom and Stature recognition is a quarterly award for students in grades five through eight who exemplify the qualities outlined in Colossians 1:9-12. This is similar to the weekly recognition of students of character based on diligence, perseverance, patience, endurance, fruit of the spirit, positive impact on lives of family, school, community, and a joyful, thankful spirit.

Teachers of grades K through 8 may nominate a student from their room on a quarterly basis. Students will receive a certificate during a chapel service and will have their names published in the Mane Event.

ATTENDANCE

Daily Schedule

Preschool 7:30 a.m. – 12:15 a.m.

Afternoon Preschool 12:15 a.m. – 5:30 p.m.

Grades K– 8: 8:00 a.m. - 3:45 p.m.

(School Age will only attend school Mon-Thurs. An after school program will be available on after school hours and on Fridays at an extra cost.



The responsibility for good attendance lies with the student and parents. Attendance is required in all classes. Students are required to remain on campus throughout the school day, unless parents have requested a dismissal. If a child will be taken from school during school hours, the parent needs to notify the teacher and school office by phone or a note ahead of time

Absences

According to the Nebraska State Law, GFCS follows the guidelines that our school district provides dealing with school absences. The guidelines (taken from our school district) are as follows:

"All students enrolled at Great Foundations Christian school, regardless of how old they are, must attend school regularly and be in class, unless properly excused by an official of the school. Only authorized officials can excuse a student from school. It is the responsibility of the student and his/her parent(s)/guardian(s) to inform the school of the reason for any absence and to comply with the specified attendance procedure. Any student who fails to attend school regularly, shall be disciplined. Parents/Guardians of students under the age of eighteen years of age may be held legally negligent if their son/daughter fails to meet this attendance responsibility, according to Nebraska Statute 79-201-211.

"According to the Nebraska Statute 79-209, the school has the right to compel student attendance. If any student has accumulated a total of five unapproved absences per quarter, or a percentage equivalency of five absences, the school shall render all services in its power to compel the student's attendance. If a student is absent more than 20 days per year, or the percentage equivalency, the school office shall file a report with the County Attorney of the county in which the person resides."

Student Attendance - Student Absences

Any student who misses more than ten (10) days in a semester is in violation of the Nebraska statute and CCS Attendance Policy. Regular attendance by students is essential for students to obtain the maximum opportunities from the education program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence.

Student absences approved by the teacher or Administrator shall be considered allowable absences. Approved absences shall count as days in attendance for purposes of addressing excessive absenteeism, except for notification of the county attorney. These absences include, but are not limited to, medically documented illnesses or appointments, pandemic occurrences indentified by local clinics and school sponsored activities.

It shall be the responsibility of the parent to notify GFCS as soon as the parent knows the student will not be attending school on that day. The school office may request evidence or written verification of the student's reason for absence.

Excused Absences

Please call the school office if your child is going to be absent from school because of medical or other reasons so that the classroom teacher can be notified and arrangements can be made for homework to be picked up. If the student has a communicable disease, the student may not return until they are symptom free for 24 hours. Students will be given two days for each day of absence to make up their work. After that, work not made up receives a "0". All absences will appear on a student's permanent record. Absences exceeding 20 days in a school year will be reviewed by the Administrator and a report may be filed with the County Attorney.

Planned Absences

Planned absences should be cleared with the teacher and the school office ahead of time. Assignments should be requested and the work completed before the absence. If the absence is for several days, the student should take books along to avoid falling behind in schoolwork.

Absences - Activity Participation

On the day of a game day, a student must be in attendance for the full day. Exceptions may be made for doctor/dentist appointments or family emergencies.



Tardies

Parents should make every effort to get children to school on time. School starts at 8:15 a.m.

The following procedures will be applied for all late arrivals or early leave of absences from school:

8:16-8:45 a.m. – Student will be counted late/tardy

8:46-9:59 a.m. - Student will be counted absent a quarter (1/4) day

10:00 a.m.-12:00 p.m. - Student will be counted as a 1/2 day

12:01-1:59 p.m. - Student leaves during this time, it is counted as a 1/2 day

2:00-3:30 p.m. - Student leaves during this time, it is counted as a 1/4 day absent

Inclement Weather

With inclement weather conditions, you may check the following places for school closing/delay information:



- <http://kneb.com/weather-closings/>
- Chadrad
- Great Foundations Christian School Face Book page
- Email: We will try to get an email out to families as soon as possible. Please make sure we have your updated email addresses.

School closing announcements will be made by 7:00 a.m.

If bad weather arises during the school day and it is advisable to dismiss, again, monitor local radio stations for such a possibility.

Parents are responsible for deciding if their children should attend during bad weather conditions. We respect your decision to keep your child home, especially those coming from out of town. This will be counted as an excused absence.



STAYING IN TOUCH

Parent/Teacher Conferences

Parent/Teacher Conferences are held at least twice a year for the purpose of evaluating each student's work and progress. Throughout the year, parents and teachers are encouraged to have conferences as needed.

Daily Planners/Take-home Folders

All students have daily planners or a take-home folder. We recommend parents to daily view their planners or take-home folders for assignments and other important information pertaining to their child or classroom.

Monday Folder

At the beginning of each week, the oldest/only child from each family will be given a folder containing important school information (ex. notes, newsletters, permission slips,) to take home. Please check the contents of the folder and return it to school each Tuesday. **It is very important that you read this information weekly!** Monday news is also available to view on the GFCS website: www.greatfoundationschristianschool.org.

Mane Events Newsletter

The "Mane Events" is a quarterly publication which is mailed to our families and friends of Gret Foundations Christian School. This publication includes articles from the Administrator, classroom teachers, school board president, etc. Contact the office if you would like a name added to the mailing list.

Email and Website

If you have email, we request that you provide this information to the office. The staff may elect to communicate with you via email. Other information concerning Great Foundations Christian may be accessed by going to the school's web site: www.greatfoundationschristianschool.org or the facebook page.

Personal Information

Any time there is a change to an address, email address or phone number (home or work); please notify the school office about this, so we can keep our directories and Emergency Forms up to date.

Visitors

We encourage every parent to visit your child's classroom in session. If you would like to schedule a time to visit the classroom, it is preferable that an appointment be made at least a day in advance so that the teacher can check for possible scheduling conflicts (i.e. field trips, testing, chapel, etc.). In keeping with School Security, we do ask that all visitors sign in at the office and wear a visitor badge while in the building between 8:30 a.m. and 3:00 p.m. Even though checking in may seem unnecessary, we take the security and safety of our students and staff very seriously and appreciate your understanding.



If for any reason, you as a parent or another adult needs to stop by the school, **you must use the front office doors during school hours.** You may not enter through the South door in our lunch area. Only the front doors by the office are to be used.

PARENTAL EXPECTATIONS

Parents' Code

Parents play a vital part in the total program at GFCS. We believe that parent cooperation with the following standards will truly honor the Lord and produce the finest education possible.

We request that parents pray regularly for the students, teachers and administration of GFCS.

We desire the parents' full cooperation in the educational goals of GFCS.

We anticipate parental responsibility for all financial obligations to the school.

We ask that you attend periodic meetings and conferences as recommended by the school.

We ask that if you become dissatisfied with the school or have any questions in any respect, that you follow the Biblical steps of Matthew 18:15 to resolve the concern. Please contact privately the person or persons involved rather than seeking to spread criticism or harboring a negative attitude in your heart (Proverbs 6:16-19).

Harassment from parents to the teachers or office staff by way of email, text messages or verbal outbursts, could result in suspension or expulsion of your student.

Parental Concerns

When parents want to raise concerns about the school or its activities, we are asking that they first go through the Administrator to answer your questions or put it on the agenda for the next board meeting (the School Board meets on the 3rd Saturday of each month at 2:00 p.m.). If there are concerns between parents and teachers, we ask that the parent first visit with the teacher to try to make communications first hand and be sure to state the concern specifically. If this does not produce the desired result, then consult the Administrator as out-lined above.

STUDENT EXPECTATIONS

Students are expected to model the following behaviors:

- Respect for Authority - Proper respect must be shown to the teachers, head teacher, Administrator, office staff and parent helpers. Disrespect to the teacher or other school authorities will be dealt with accordingly.
- Respect for others - "Treat others the same way you want them to treat you." Luke 6:31 No teasing, bullying, name calling or other forms of put downs are allowed at school to fellow students of any kind. Kindness, gentleness, humility, and self-control are all godly characteristics that each student should strive to excel in.
- Older GFCS students should be modeling growing Christian character to younger students through their speech and conduct.
- Students are expected to come prepared to class each day.
- Students are not allowed to lie, steal or cheat. Repeated violations will be dealt with accordingly. (See Discipline procedures)
- Respect for school property.

DISCIPLINE

Purpose of Discipline

At the heart of all discipline is the desire to make Christ-like disciples. Discipline gives us the opportunities to deal with heart attitudes, exposing what God wants to change in the inner man, not just managing outward behavior. Discipline also points students toward a God-dependent life, yielding their lives to Him, rather than attempting to make life work according to their own thinking. Thus our goal is to be vehicles of God, pointing our students to the Savior, helping them to both discover and apply Biblical truth done in the spirit of gentleness.

Parents and teachers must work together in **shepherding** students to discipline themselves. Both parents and teachers should practice lifestyles consistent with Scripture in order to teach the student discipline. Great Foundations Christian School parents have conferred this authority on teachers and the Administrator. Teachers will instruct students about God's expectations of daily conduct according to His Word, modeling a Christ-dependent life.



Goal of Discipline

The goal of our discipline at Great Foundations Christian School is to **encourage our students to love God and love others**. It is based on Mark 12:30-31, "AND YOU SHALL LOVE THE LORD YOUR GOD WITH ALL YOUR HEART, AND WITH ALL YOUR SOUL, AND WITH ALL YOUR MIND, AND WITH ALL YOUR STRENGTH."³¹ The second is this, 'YOU SHALL LOVE YOUR NEIGHBOR AS YOURSELF.' There is no other commandment greater than these." Although this seems to be a simple goal, there is depth and vastness in its daily application.

Procedures of Discipline

The staff at GFCS shepherd the hearts of the students using God's Word as the guide and authority. The Word of God governs our lives and gives us the framework for understanding issues of correction and discipline.

The GFCS staff will shepherd a student by:

- Cultivating mutual relationships that are built upon love, respect, trust and accountability.
- Striving to have a full understanding of problems when they arise.
- Identifying sin issues and taking the student back to the Word of God for instruction in dealing with the sin.
- Encouraging the student to seek forgiveness of sin from God and others and to repent (turn) from their sin.

- Reminding the student of the hope we have because of Christ's death on the cross for our sins as He bore the wrath of God that was due to us.
- Praying with the student.
- Communicating with the parents and the Administrator to inform, seek assistance, plan and pray. He/she maintains ongoing communication as needed.

If a student does not respond to repeated appeals to his/her heart, other consequences may be necessary to bring about change (removal from an activity, after school detention, suspension, etc.). Expulsion is a last resort after the other interventions have been exhausted and the heart of the child remains in rebellion.

INFRACTIONS AND CONSEQUENCES

Definition of Terms

Contraband

The following items are contraband on campus: MP3 players, iPods, cell phones, smart watches, cameras or other electronic entertainment devices. They are subject to immediate confiscation and may result in other consequences unless authorized permission for use is given by a teacher or the Administrator. Items which hinder the effectiveness of the spiritual or academic missions of the school are strictly prohibited and include drugs, alcoholic beverages, tobacco products, weapons, etc..

Toys

Toys are prohibited to being brought to school unless your child's teacher has given permission. Fidget spinners are considered a toy and are not allowed at the school unless given permission by your child's teacher if they are considered a calming device to help learn. Discretion for any item that is or could be considered a toy, will be determined by the classroom teacher's judgment. Items brought with the student that day, will be confiscated and must be picked up by the parent from your child's teacher or the school office. Toys are a distraction and disrupt learning in the classroom.

Detention

Students may be assigned after-school detentions at the discretion of the classroom teacher or Administrator. Detention is a consequence for infractions that occur at school or school-sponsored functions. Infractions usually resulting in detention may include incomplete school work, disruptive behavior, etc.. Parents will be informed at least one day in advance so that transportation can be arranged.

Suspension

A student may be suspended by the Administrator for one to three days. Suspensions of four to ten days require prior approval by the school board.

Infractions usually resulting in a suspension include lying, cheating, forgery, fighting, flagrant disrespect, abusive language including profanity, possession and/or consumption of alcohol or tobacco, willfully accompanying others who are violating the behavioral expectations of the school, reckless endangerment of self or others, possession or use of pornography, gambling, skipping class, leaving campus during school day without permission of the office, defacing school property, hazing, and any other serious violation of Biblical standards.

There are two types of suspensions:

- In-School Suspension (ISS) – A student will be in a separate, supervised location at the school. Assignments are to be completed on time.
- Out-of-School Suspension (OSS) – A student may be suspended from school only after a Parent-Administrator conference has been held. The number of days will be determined by the severity of the offense.



Suspended students may not attend classes or any other school activity but must complete their missed academic work.

In some instances, students will have an opportunity to express their side of the issue prior to suspension. Suspended students will also receive a period of disciplinary probation.

Probation

Probation is invoked at the discretion of the Administrator when a student has a serious problem. It gives the student an opportunity to correct his/her problem. If he/she does not improve to a satisfactory level, he/she will be dismissed from the school. The problems for which a student would be placed on probation are:

Attitude: A rebellious spirit which is unchanged after much effort by the teachers or a continued negative attitude and bad influence upon other students.

Disciplinary: Continued deliberate disobedience to a teacher or of school rules, or committing a serious breach of conduct inside or outside of school which has an adverse effect upon the testimony of the school.

Probation may last up to a year. Some privileges, responsibilities, and positions of trust may be relinquished for the remainder of the school year. At the end of a probation period, the stu-

dent will be evaluated as to fulfilling the conditions set for his/her probation. A recommendation will be (a) to remove student from probation status; (b) to continue on probation status; (c) to be dismissed from GFCS.

Expulsion

Expulsion is generally a last resort after other interventions have been exhausted and the heart of the child remains in rebellion or it becomes apparent that the school is not able to meet the needs of the student. GFCS reserves the right to move directly to expulsion depending on the severity of the action. Expulsion from school will occur at the discretion of the School Board on the recommendation of the Administrator. Expulsion may also be recommended for failure to correct the deficiencies specified in probation or the following infractions:

- Repeatedly committing any infraction
- Abusing, supplying, selling, or possessing illegal drugs or drug paraphernalia
- Stealing
- Assault or battery
- Threatening the safety of other students
- Possession of a weapon
- Destruction of school or personal property
- Serious violation of any state, federal, or city ordinance
- Fornication, homosexuality, or any other sexual immorality
- Commission of any suspendable infraction while on disciplinary probation
- Committing a second, similar suspendable offense within the same school year
- Any other action which seriously impairs the effectiveness of GFCS's academic or spiritual mission

When expulsion is recommended, a date of withdrawal from school will be set and the withdrawal procedure will be followed. The expulsion date may be immediate. Recommendation for expulsion will require approval of the School Board. Out of school suspension will be put in place until the School Board approves the expulsion.



The student and his/her parents may express their side of the issue to the School Board in writing. Parents who desire to appear before the School Board, present evidence, be represented by counsel, and cross-examine witnesses must get approval by the School Board.

Expulsion may also be the result of the failure of parents to cooperate with the school in the discipline of their children.

Great Foundations Christian School may discipline its students for suspendable or dismissable infractions regardless of whether these occur on or off school grounds and before, during, or after school hours.

Reinstating an Expelled Student

A student who has been expelled may be considered for re-admission after careful review by the Administrator and subsequent approval by the School Board. Before an expelled student may be re-enrolled, at least one semester must elapse. The Administrator, parents, student and the student's pastor must submit written testimonies as to the student's repentance and changed life-style.

Physical Discipline:

The GFCS Administration leaves the decision for physical discipline up to parents. GFCS employees will not administer physical discipline.

SAFE SCHOOLS

Great Foundations Christian School is committed to being a school that is safe and welcoming for students. All students are expected to exhibit Biblical character traits in their relationships with other students such as kindness, patience, forgiveness, self-control, and respect. Making threats, harassing others or possessing a weapon will not be tolerated. Our school's first responsibility is the protection of all of its students.

Weapons

If a student brings a weapon (firearm, knife, explosives or that which has the appearance of a weapon, including a starter gun, paintball gun, air-soft gun, or pellet gun) to school, or to a school function, or has a weapon in his/her possession, the school will suspend the student pending a hearing to determine the student's continued enrollment. The school will contact the parents, the local police or appropriate authorities and will note in the student's permanent record that he/she was suspended for possession of a weapon on school premises or at a school function. Possession includes, but is not limited to, having a weapon in his/her desk, book bag, purse, or vehicle.



Threats and Harassment

If a student has been threatened or harassed, the student should immediately contact the teacher or Administrator who will immediately initiate action concerning the threat. Depending on the situation, the accused student may be removed pending investigation of the incident.

If the school determines that a threat of violence is credible or specific, the administration will report the threat to the student and/or staff member threatened. The school will also report the threat to the student's parents and appropriate authorities. Students making such threats will be suspended and the incident will be recorded on the student's permanent record. For purposes of this policy, "credible" means a reasonable belief or suspicion, determined at the sole discretion of school administration, that the threat was or might be genuine or that the student was or might be capable of carrying out the threat. In those circumstances in which the school determines that the threat is likely not credible, e.g. the student was "just joking", the school may suspend the student pending a parent meeting.

Please see Appendix A for "Foundational Character Qualities", pg.29-30

Lunch

A free school lunch is provided, however students are allowed bring a sack lunch to school. Microwaves are provided to warm up food.

Written Invitations

If a student wishes to invite classmates to an activity outside of school, if the invitations are given at school, they must be for the entire class, or for all the boys, or all the girls.

showing transactions and balance of your account. At the end of the school year, balances will be carried over to the next school year. If you will not be returning the next year, a balance of \$10 or more will be refunded to you. If the balance is less than \$10, it will be kept and added to the general fund as a bookkeeping fee.

Money Sent to School

Money being sent to the office should be sent in a sealed envelope and labeled with the child's first and last name, and what it is for. Please help us by using separate envelopes for different items.

**Dress Code**

We would ask you as parents to uphold the Biblical principles of modesty, neatness and cleanliness as you prepare your child's wardrobe for school. The Bible teaches the relationship between modesty in outward appearance, to the development of godly character inwardly (**I Tim 2:9-10; I Pet 3:3-4**). Immodest attire is clothing that tends to draw one's focus to some other part of the body other than the face. The Bible also instructs us to dress "with propriety" (**I Tim 2:9**). Propriety means "the standard of what is socially acceptable in conduct or speech". The atmosphere provided by one's dress should coincide with the purpose of the activity. In the case of a school, that atmosphere is formal learning. Students who wear inappropriate clothing to school will be asked to change into appropriate clothing provided by the school, parent or guardian. We reserve the right to request that a garment, hair style or any item not be worn. Keeping these principles in mind, the general guidelines are as follows:

Boys:

Clothing which advertises rock groups, alcohol, tobacco, drugs, or other products or persons representing a lifestyle that dishonors the Lord is not allowed.

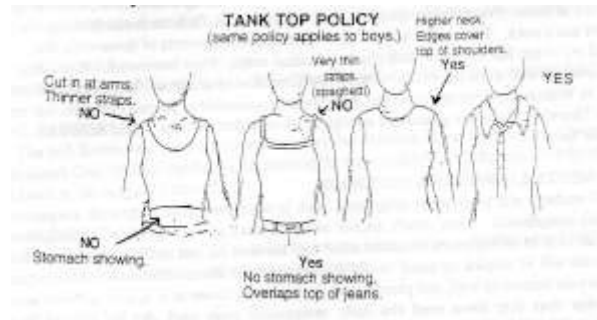
Tight-fitting, see-through clothing (mesh shirts), tank tops that are low cut in chest, back and arms, and immodest sleeveless shirts are not appropriate. (refer to diagram below)

Earrings and other body piercings are not allowed.

Extreme haircuts are not allowed. Hair length must be above the collar, above the eyebrows and no lower than mid-ear.

Shorts are allowed unless they are inappropriate in length. No sagging of pants or shorts. Shorts must be no shorter than finger-tip length.

Jeans/pants with holes in the knees, etc. are not allowed.
 Clothing that draws attention to certain body parts are not allowed.
 Shoes with strings designed for tying must be tied.
 NO hats during class



When in Doubt - Just Don't Wear it!

Girls:

Clothing which advertises rock groups, alcohol, tobacco, drugs, or other products or persons representing a lifestyle that dishonors the Lord is not allowed.

Tight-fitting, see-through clothing, halter tops, tank tops that are low cut in chest, back and arms with thin straps, sundresses and immodest, sleeveless shirts are not appropriate. (refer to diagram below)

Earrings must be small (no larger/longer than 1 inch). Other body piercings are not allowed.

No extreme fads in hairstyle will be allowed.

Modest shirts must be worn with low rise pants and jeans so that the midriff does not show.

Jeans/pants with holes in the knees, etc. are not allowed. Shorts and skirts are allowed unless they are inappropriate in length. No short shorts. Shorts must be no shorter than fingertip length.

Clothing that draws attention to certain body parts are not allowed.

Shoes with strings designed for tying must be tied.

NO hats during class

Outerwear for Snowy Weather

In order for your child to play in the snow, they must have snow boots, hat, gloves/mittens and snow pants or extra change of pants. If they do not bring boots, they will have to stay on the sidewalk.

It is suggested for students to bring a pair of shoes for indoor use. An extra pair of socks might be advisable for the times when socks get wet.

Movies

On occasion, video presentations may be incorporated into the classroom either as a teaching aid or as a reward for work completed. GFCS will attempt to notify parents in advance of any video presentations that are planned. At a minimum, any presentations rated other than "G" Preschool-4th or "PG" for grades 5-8, will require written consent by at least one of the child's parents in advance.

Telephone

The telephone at the school is a business telephone. Its use will be very limited to the students. If a student needs to communicate with a parent or guardian, the school will make the call unless permission has been granted to the child by his teacher.

Cell Phone Usage

At GFCS, we realize that some of our students carry cell phones with them. All cell phones must be turned off and kept in their book bag. Any student not adhering to this policy will have their phone immediately confiscated and released only to a parent/guardian.



Classroom Volunteers

Volunteers such as room mothers, tutors, lunch time helpers, and drivers/sponsors for field trips are a vital part of our school. We welcome and encourage this participation. We require that no preschool-age children be with you when you volunteer in the classroom and on field trips. **All classroom volunteers must have a Child Protection Policy and Background Check on file in the office. Also, any parent who wishes to drive for field trips must have a Child Protection Policy, Driving Record, Background Check and a current proof of insurance on file.**

Child Protection Policy

At GFCS, we are committed to investing the best of our resources to train our students in Biblical truth and want to ensure a safe environment for the training and growth of our children. Recognizing the sinful nature of man and the significant moral decline of our society, we realize that we cannot assume that our children are in a completely safe environment. For that reason, we take steps to reduce the risk and potential for inappropriate and harmful contact toward children attending Great Foundations Christian School. Therefore, for the safety and peace of mind for our students at Great Foundations Christian School, we require parents who volunteer to work with our children to complete a Child Protection Policy. This act also fulfills a necessary requirement from our Insurance Carrier. Child Protection Policy Applications may be obtained through the school office.

Child Abuse and Neglect

All adults are required by law to report any suspected case of child abuse or neglect to the authorities. Abuse and/or neglect are defined by Nebraska State Law LB 28-710 as follows:

“Abuse or neglect shall mean knowing, intentionally, or negligently causing or permitting a mi-

nor child or an incompetent or disabled person to be: (a) placed in a situation that endangers his or her life or physical or mental health; (b) cruelly confined, or cruelly punished; (c) deprived of necessary food, clothing, shelter, or care; (d) left unattended in a motor vehicle, if such minor child is six years of age or younger; or (e) sexually abused."

Driving Record/Proof of Insurance

Any parent who wishes to drive for field trips must have a Driving Record as well as a Child Protection Policy on file. Requests for Driving Records may be obtained through the office along with a nominal processing fee. We also need a current copy of your proof of insurance for our files (the same information required to register your vehicle). If you have previously requested a driving record, you do not need to repeat this process, although we do need a current proof of insurance.

ACTIVITIES AND SPECIAL EVENTS

Class Parties

Parties celebrating Christmas and Valentine's Day may be held with all activities honoring to the Lord. Care should be taken that students do not feel left out. (Example: valentines should be given to all the boys, or all the girls, or all the students). No emphasis should be placed on Santa Claus, the Easter bunny, Halloween, or other secular concepts. Each teacher may determine the most appropriate time to celebrate birthdays.



Parent Orientation Night

One evening is scheduled at the beginning of the school year for parents to meet corporately to discuss general school policies and with the classroom teachers to discuss the operation and procedures of the classes.

Open House

Interested families with children are invited to meet the teachers and visit the classrooms in order to become acquainted with our program.

Eighth Grade Graduation

A special program is presented to honor the eighth grade students for completing their course of study at Great Foundations Christian School. The program is usually presented during the last week of school.

TRAFFIC - DROPPING OFF AND PICKING UP YOUR CHILDREN

Parents are responsible to provide transportation for their own children. You may drop your children off at the school between 7:45 am 8:00 am each morning. This will allow valuable planning time for our teachers.



All children must be picked up at 3:45 p.m. sharp except by prior arrangement with the school administration. If a parent is late, the student will be required to wait inside the entrance with the Administrator and/or supervising teacher. Remember... those few minutes before and after school are precious planning times for the teachers!

School Drop-off and Pick-up Procedures

Please do not park across the street because it forces the students to cross the street while it is very busy.

If you should want to visit with another parent or teacher, before or after school, please park on the north side of the parking lot. It allows for a better flow of traffic and sets a good example to others.

Please be respectful of the Handicap Parking Space.

Never block the driveway in front of the school for any reason.

VOLUNTEERING & SERVING AT CCS

We at GFCS, desire to provide a Christian education for as many families in the Chadron area as possible. We strive to keep our tuition affordable, especially for families for whom a Christian education could be a financial burden. In order to accomplish this, volunteers become an essential part of GFCS. **All families are required to serve in various capacities including cleaning, mowing and fundraising.** A Volunteer Covenant ("How Can I Get Involved?") is included in your family's Orientation Packet.

Photo/Video Release

Upon acceptance to Great Foundations Christian School, you automatically grant permission to photograph or video tape students for use in promotional materials and social media.

APPENDIX A

Foundational Character Qualities

- **Acceptance:** Realizing and treating all people as made in God's image. (James 2:1)
- **Alertness:** Knowing what is going on around me (II Tim. 4:5)
- **Attentiveness:** Listening with my ears, eyes, and heart. (Prov. 4:20-21, Heb. 2:1)
- **Carefulness:** Taking one step at a time to do a job right. (Eph. 5:15)
- **Commitment:** To do the will of God "no matter what" (Ps. 37:5, Josh. 1:7b)
- **Contentment:** Satisfied with what the Lord has given me and where He has placed me. (I Tim. 6:6)
- **Courage:** Meeting opposition with confidence. (Josh. 1:7a)
- **Courtesy:** Respectful words and ways with others. (I Peter 3:8)
- **Creativity:** Doing something in a new way. (Gen. 1:31a)
- **Decisiveness:** Able to make up my mind. (Josh. 24:15)
- **Dependability:** Doing what I said I would do. (Ecclesiastes 9:10)
- **Diligence:** Working hard to accomplish a task. (Prov. 22:29, Ecc. 9:10, Col. 3:23)
- **Discernment:** Seeing things as they really are. (Heb. 5:14)
- **Eagerness:** Being excited about doing a task. (Jude 3)
- **Encouragement:** Bringing hope and cheer to others. (I Thes. 5:14)
- **Fairness:** Treating others equally. (I Tim. 5:21, Luke 6:31)
- **Faith:** Believing and acting on what God says He will do. (Heb. 11:1, II Cor. 5:7, Acts 16:31)
- **Flexibility:** Willing to change my plans with a good spirit. (Phil. 4:12)
- **Forgiveness:** Treating someone as though he/she never hurt me. (Col. 3:13, Eph. 4:32, Rom. 5:8)
- **Friendliness:** Eager to share myself with others. (Prov. 18:24)
- **Generosity:** Sharing what I have with a cheerful spirit. (II Cor. 9:7)
- **Genuineness:** Living the way your heart feels toward God. (Josh. 24:14)
- **Helpfulness:** Being ready to serve at any time. (Isaiah 41:6)
- **Honesty:** Having truthful words and ways. (Eph. 4:25, I Sam. 16:7)
- **Honor:** Showing deep respect for God and others. (Heb. 12:9)
- **Hope:** Quiet confidence in God's future for me. (Ps. 16:9)
- **Humility:** Giving credit to God and others for the achievements in my life. (Prov. 16:19)
- **Initiative:** Making the first move without being asked. (Prov. 6:6-8, Rom. 12:21)
- **Integrity:** Doing the right thing even when only God knows. (James 4:17)
- **Joyfulness:** Being happy inside and out. (Ps. 35:9)
- **Kindness:** Having tender and gentle words and ways. (Eph. 4:32)
- **Love:** Meeting another's needs sacrificially and unselfishly. (John 15:12, I Cor. 13:3, I John 4:8)
- **Loyalty:** Supporting someone even when the going gets tough (Prov. 17:17, Matt. 28:20b, Heb. 3:14, John 15:13)
- **Meekness:** Being peaceable and gentle even when I don't get my own way. Patience without anger. (Titus 3:2, Ps. 25:9, Ps. 37:2)

- **Morality (Purity):** Living a holy life. (I Thess. 4:3)
- **Obedience:** Doing what I am told with a happy spirit and without challenge, excuse, or delay. (Heb. 13:17, Prov. 4:20-21, Col. 3:20, II Cor. 10:5)
- **Orderliness:** Having everything in its place. (I Cor. 14:40)
- **Patience:** Waiting with a happy (joyful) spirit. (James 1:3, 5:8, I Cor. 13:4a, Rom. 5:3-4)
- **Perseverance:** Doing a job when it gets tougher than expected. (I Cor. 16:13)
- **Promptness:** Being on time. (Gal. 4:4, Ecc. 3:1)
- **Reliability:** Being trustworthy at all times. (Ps. 15:2,4)
- **Resourcefulness:** Applying special solutions to special problems. (Prov. 1:5)
- **Respect:** Esteeming and honoring those God puts over me. (I Thess. 5:13)
- **Responsibility:** Doing what I know I ought to do. (I Cor. 4:2)
- **Self-control:** Doing something even when I don't feel like it. (I Cor. 9:25a, Gal. 5:24-25)
- **Service:** To put God first, others second, myself third. (Jos. 24:15, Mark 10:45, Matt. 20:28)
- **Tactfulness:** Being able to do or say the right thing at the right time in the right way. (Ecc. 8:5)
- **Tenderheartedness:** Feeling the joys and hurts of others. (Eph. 4:32a)
- **Thankfulness:** Being grateful and saying so. (I Thess. 5:18, Ps. 92:1, I Cor. 4:7)
- **Thoroughness:** Completing a job all the way. (II Tim. 4:7)
- **Thriftiness:** Wisely using the resources God has given me. (Luke 16:10-11)
- **Tolerance:** Accepting others even if they are different. (James 2:1)
- **Virtue:** Doing what is right in a Christ-like way. (II Peter 1:3)
- **Wisdom:** Thinking and doing things God's way. (Ecc. 2:26, Prov. 1:7, 4:7, Prov. 9:10)

