



Calvary Christian School
101 Calvary Street, Greer, SC 29650 | calvarychristiangreer.org

Parent/Student Handbook

101 Calvary Street
Greer, SC 29650
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History

Reverend Gene Turner's vision of a quality Christian school as a ministry of Calvary Baptist Church became a reality in August of 1974 when Calvary Christian School opened its doors to a handful of kindergarten students. By 1980, the school had grown so much that it had to move into the fellowship/educational facility behind the church. In 1986, the church purchased the Duke Street Elementary School where the school moved. By 1995, the school had grown to include infants through eighth grade. A high school was added in 1996-97. The Lord further blessed Calvary when in 2008, it was able to sell its Duke Street location and completely remodel its Calvary location. The school moved into its newly renovated facilities in January 2009. It is with great excitement and expectation that we look forward to the future.

Administration

Pastor Nathan Thomas
Principal Christine Gandy
Office Manager Kris Hamacek

Address

101 Calvary Street www.calvarychristiangreer.org
Greer, SC 29650 email:ccseagle4031@yahoo.com
(864) 877-5555
Fax # 469-6625

Hours (Monday-Friday)

7:15am –3:00pm K5 – 12th

Yearbook

Wings

Mascot

Eagles

Colors Burgundy and White (Black and Silver Accents)

Motto "Equipping Students for Servant Leadership"

Verse Psalm 78:6-7

Song "Servant's Heart"

Nondiscriminatory Policy

Calvary Christian School admits children of any race, color, sex, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students of this school. Calvary Christian School does not discriminate on the basis of race, color, sex, national or ethnic origin in the administration of its educational or ethnic admissions policies, scholarship programs and athletic or other school administered programs.

*******Statement of Cooperation on last page must be SIGNED and RETURNED to the office before the first day of School!**

Introduction to Calvary Christian School & Preschool

Mission & Goals

It is our mission to provide the best possible education to our students/children based on their individual needs, interests, and abilities. To achieve this, it is important for the school program to achieve the following objectives:

- ▶ Nurture each child in a Christian atmosphere of love, understanding, and guidance.
- ▶ Provide an opportunity for each child/student to accept Christ as his or her personal Savior.
- ▶ Instill the unshakable belief in each student that Jesus Christ is the Son of God and desires to be Lord of our individual lives.
- ▶ Provide an academic Bible-centered education taught in a Christian atmosphere.
- ▶ Lay a foundation for a personal vocation by imparting the academic fundamental skills.
- ▶ Develop good citizenship and dedicated patriotism.
- ▶ Help the student develop his personality based on a proper understanding of himself and his relationship to God.
- ▶ Build character and guide students in achieving self-discipline.
- ▶ Teach good health habits and wise use of leisure time.
- ▶ Maintain high study habits.
- ▶ Encourage personal moral standards, responsibility and respect of fellowman.
- ▶ Cooperate closely with the parent in the social development of the student.

Statement of Faith

Calvary Christian School is a ministry of Calvary Baptist Church Ministries. It operates under the authority of the pastor, deacons, and church congregation. The Calvary Baptist Church By-Laws are the instrument by which the school is managed and directed. The school subscribes to the following statement of faith:

Things we most surely believe among us. (Luke 1:1)

1. We believe in the infallible verbal inspiration of the whole Bible. (II Timothy 3:16-17)
2. The Triune God. (Matthew 28:19)
3. The Genesis account of Creation.
4. The Virgin birth of Jesus Christ. (Matthew 1:20)
5. The Deity of Jesus Christ. (John 10:30)
6. The vicarious sacrifice of Jesus Christ. (Hebrews 2:9) That salvation is wholly by grace through faith in Christ. (Ephesians 2:8) and that all believers are preserved eternally. (I Peter 1:5, John 10:27-30)
7. The bodily resurrection and ascension of Jesus, and the bodily resurrection of his saints. (I Corinthians 15) The personal and bodily second coming of Jesus Christ as the crowning event of the Gentile Age. (Acts 1:11) to set up His kingdom on earth and to rule upon the earth one thousand years. (Revelations 20:6)
8. The Bible doctrine of eternal punishment of the finally impenitent. (Matthew 25:46)
9. A Scriptural church is a visible assembly of baptized believers, covenanted together under New Testament principles.
10. We hold what true Baptists have ever held: That the Great Commission was given to the churches only; that in kingdom activities church is the only unit in associated work; that each church should exercise equal authority; and that the churches should meet their responsibilities according to their several abilities.
11. All cooperating bodies, such as associations, conventions, boards, committees, etc., are and properly should be servants of the churches. (Matthew 20:25-28)
12. Scriptural baptism is immersion of believers, administered by New Testament church; the Lord's Supper is a memorial ordinance, restricted to believers.

Statement of Policy

This handbook is neither a contract nor an offer to contract. **Calvary Christian School reserves the right to make changes in objectives, policies, regulations, fees, and offerings as circumstances or needs may require.** Calvary Christian School operates a ministry to assist parents in their responsibilities (Deuteronomy 6:6-7) in conforming their children "to the image of His Son" (Romans 8:29). The Bible is the basis of all our education and is foundational to the ministry of the school. Our desire is to give each child the maximum knowledge of academic subjects filtered through the truth of God's Word. No subject can be taught in its truth if its originator is ignored. Only teachers who have had a born-again experience (John 3) can give a child the education God expects in keeping with His Word. Any parent who has academic or spiritual expectations for his children other than those stated above is likely to be dissatisfied with our program.

All children, new or returning, are accepted on a trial basis. Calvary Christian School will not retain any student whose attitude and actions are not in harmony with stated and implied policy. Calvary Christian School expects full cooperation from children, parents and guardians in the educational, discipline, and procedural policies. Parents must be able to adhere to all discipline policies set forth by the administration.

The Bible

The Bible while not being the only textbook, will be taught, and its principles will be guidelines for all other learning. Bible study is recognized here as of fundamental importance and is a required subject. It augments the work in English, History and other academic areas. Without it a child can hardly be considered educated in the true sense. The Bible gives the best light for this life and the only hope for the life to come. There is no other book that can so enrich the minds and hearts of men as "The Book of Books." The King James Version of the Bible is the translation used at CCS.

General Information

Affiliations

Our School is a member of the American Association of Christian Schools and the South Carolina Association of Christian Schools as well as Child-NET.

Admissions Policies

1. Written application for enrollment must be submitted with appropriate fees, records, forms, tests, and recommendations in order for the admission procedure to begin. Requirements for enrollment are as follows:

- a. Obtain forms from school office.
- b. Schedule a pre-interview with the Principal.
- c. Submit enrollment and transcripts request forms to the office manager.
- d. First time enrollees **will be** asked to either take placement tests in core courses such as Grammar and Mathematics or they will be on probation for six weeks.
- e. All students will need to have up-to-date immunization records, as well as copies of both parents driver's license.
- f. In a situation where a child is not living with the natural parents, we will need a court document showing guardianship and written instructions from the guardian concerning visitation of other parties.

2. An interview is conducted by the administration with the parents or guardians and child in order to ascertain both attitude and spiritual intent for enrollment in our school.

3. Parents must agree to submit their children to the discipline and overall program of the school. This is done by signing off on all areas of the Statement of Cooperation.

4. A student's conduct and disciplinary record will be inspected very carefully before admission. Admission may be refused for any of the following reasons:

- a. Suspension from school
- b. Expulsion from school
- c. Rejection by another Christian School
- d. Police record
- e. Court probation
- f. Participation in smoking, drinking alcoholic beverages, or use of illegal drugs.

5. We reserve the right to deny entrance to any child if, in the opinion of the administration, it is in the best interest of the school.

6. A child's enrollment will be complete after a successful interview with the Principal and the transfer of all materials and fees mentioned in policy number 1.

7. No student will be enrolled if the family has an outstanding account at another school.

Transfer Students

Calvary Christian School has adopted a curriculum that provides each student with the opportunity to excel academically and spiritually. This program is based upon a four (4) year rotation that provides all necessary credits for the student to advance to the collegiate level. In some situations, duplication of courses may be necessary.

*Transfer students are those students who have come in from other schools or from home school programs.

Accounts Payable

Although tuition payments may be made on a monthly basis, it should be understood that students are enrolled for the full school year, therefore, tuition is due for the full year even though a student drops out before the end of the school year.

Monthly tuition payments are due on or before the 1st of each month with the first due on August 1 and the last due May 1. **Tuition payment made after the 5th of each month will be charged a late fee of \$25.** Children will be dropped from the rolls on the 21st of the month and not allowed to return to classes until the payment is made. There will be a reinstatement fee of **\$25 per child** (if dropped from the rolls).

Children will not be permitted to participate in graduation exercises or examinations (Middle School and High School) unless their school bill is paid in full for the year prior to the date of mid-term or final exams. Student will receive an exam pass that permits them to participate in the examination. Grade cards or records will not be released until school bill is paid.

Weekly tuition and other fees (child development, extended care, summer care, after school) are **due one week in advance.** These monies are to be paid each Friday. Children will be dropped from the rolls and not allowed to return to class at the end of the following week if fees have not been paid in full. There will be a reinstatement fee.

NOTE: There are no free vacation weeks for children enrolled in the above programs.

Checks are to be made payable to Calvary Christian School and are to be sent in by mail to 101 Calvary Street, Greer, SC 26950, or brought in person to the school office by the 5th. Payments also can be made online through QuickBooks with a check routing number. The school office is open between the hours of 8:00 am- 3:30 pm, Monday-Friday.

Withdrawal

Withdrawals from school must be made in person through the school office. It is understood that the full tuition is due and payable when the office has been notified of withdrawal, the official withdrawal form completed and personally delivered to the school office. Students requesting to transfer to another school and having attended one day or more of any payment period will owe the full payment period's tuition. **Records will not be released until all bills regarding that family's account are paid and all textbooks and materials have been returned (where applicable).** A student will be requested to withdraw from school any time he is found to be out of harmony with the rules and policies of Calvary Christian School. In such an event, no refunds will be made of either the tuition or fees. Decisions in these matters are the full responsibility of the administration and further review or appeals cannot be considered.

Dismissal Policy

In the event a student is expelled, they must leave the school campus with a parent, and they are not permitted to return for any reason.

Re-Enrollment

Present students are to reserve their place for the fall term during the months of March, April, and May. Re-enrollment forms should be completed via SCHOOLWORX and registration fees payable to the office by July 1st in order for the student to be guaranteed enrollment for the fall.

Age Requirements

Children in K3 through first grade should reach the age of their respective classes by September 1. Early enrollment waivers may be signed with the administration. However, it is understood that the child may be deemed not ready physically, mentally, or socially by the administration and may be asked to remain in the grade twice. Also, if the student is transferred to another school, it is not a guarantee that the student will be placed in the same grade as enrolled at Calvary Christian School.

Immunization Requirements

South Carolina law requires all students enrolled in a South Carolina school to present a current, valid immunization certificate. No student will be enrolled without proper immunizations documentations or an exception certificate from the Public Health Department.

Proof of Citizenship

All parents are required to show proof of citizenship by submitting a copy of each parent's/guardian's driver's license to the office as part of the enrollment and re-enrollment process.

Student Health

Illness

1. All Emergency Medical Information is on the application and must be filled out and signed by the parents. In the case of re-enrollment, parents must fill out and sign the paperwork at the back of the handbook to give permission to treat.
2. Students who become ill at school will ask their teachers for permission to come to the office. Parents will be called when necessary. (DHEC mandates that all students vomiting, having diarrhea, a temperature of 100 or more, or students exhibiting flu like symptoms, or students with communicable diseases or infections MAY NOT ATTEND school. Calvary reserves the right to contact the parents and request immediate removal of the student in all of the above situations.)
3. Any medicine, other than Tylenol, will not be distributed unless a note is received from home. (See "Medication" below)
4. All students are expected to be in school unless ill. (No test or examination will be given so that students may leave school before the general dismissal because of illness).
5. IN CASE OF SCHOOL CLOSING FOR LONGER THAN A 2 WEEK PERIOD, AT THE TIME OF CLOSING, WE WILL SEND HOME COMPLETE INSTRUCTIONS ON OUR PROCEDURES.

Medication

Students requiring the use or possible use of medication must have a written request from the parent or physician on file in the school office. The request must include the name of the medication(s), purpose, the allowable dosage, how it is to be administered, and other appropriate information.

Medication and paraphernalia shall be kept and administered under the supervision of the teacher except when the teacher under the recommendation of a medical doctor, gives written permission to a student to possess and administer medication to himself/herself. Records shall be kept of all medication deposited in the school office and approved for student possession and use. The unauthorized possession and use of nonprescription drugs or medication during the school day may result in disciplinary actions against the student.

Parents must NOT allow a child to come to school who has a fever, a contagious disease, or who has not sufficiently recovered from an illness. Parents will be asked to come and pick up children who become ill while at school.

Students who become ill during the school day will be taken to the office. Parents will be called to pick up the student.

Student Records

Upon request, all permanent records of students who withdraw will be forwarded to the receiving school. A transcript from official school office or copies will only be sent for students that have a \$0.00 balance. The following records will be retained in storage: registration forms, permanent records, test scores, and other pertinent information. Records to be forwarded to the receiving school include permanent records, health records, and all records received from the Public School system. Original records will never be given to a parent. Only the legal guardian has a right to access these records.

Student records are confidential and are never revealed to unauthorized persons. Parents or students requesting more than one copy of transcripts will be charged \$5.00 per consecutive copy.

Calendar of Events

Calendars are available in the school office and our website. They contain all scheduled holidays, early dismissals, and events for the year. The parent/guardian is fully responsible to reference the calendar to ensure that the student is present to all required events.

Attendance

In accordance with the State Compulsory School Attendance Law, uniform rules for all schools have been adopted to assure that students regularly attend school. Students are counted present only when they are in school, on homebound instruction, or present at an activity authorized by the school principal.

The school year consisted of 180 days. To receive credit, students must attend at least 80 days of each 90-day semester course, and at least 160 days of each 180 day year course, as well as meet all minimum requirements for each course. Accrued absences may not exceed twenty (20) days during the school year. Any absences in excess of twenty (20) will cause the student to lose credit for the year. The only exception to this policy will be in cases of extreme medical difficulty. **Middle School and High School attendance is taken per subject class. Students may not receive over twenty (20) absences in any given subject before they will be required to repeat the class.**

Because 170 days are the minimum required by the state, the first ten (ten) absences may be lawful, unlawful, or a combination. All absences beginning with the eleventh (11th) must be lawful and will be excused if they fall within the following guidelines.

Absences

A parent should call the school office to advise of the student's absence the day of the absence. **After any absence, the returning student must go to the office with a dated, written note of explanation from home. If it is determined that the absence is unexcused, grades will be adjusted. Arriving at school after 10am or leaving before 12 noon is considered an absence.**

Excused

1. Personal illness of a child verified by a statement from a physician or parent within two (2) days of the student's return to school. Absences for chronic or extended illness (3 or more days) will be approved only when verified by a physician's statement.
2. Serious illnesses or death of an immediate family member verified by a statement from the parent within two (2) days of the student's return to school.
3. Absences for religious holidays when approved in advance. Such requests must be made in writing to the principal.
4. Absences for extreme hardships approved by the principal. Such approval should be prearranged when possible.
5. Appointment should be planned around the student's academic hours as much as possible.
6. A pre-arranged family day. (Students are allowed 1 per semester.) Arrangements must be made a minimum of 2 weeks in advance with the principal. All teachers must sign the permission slip given to the student.

Unexcused

Any student absent with or without the knowledge of the parent, who does not meet the conditions for an excused absence, shall be counted as unexcused. An unexcused absence may carry a zero (0) for each class missed during that academic day.

When a student acquires **four unexcused** absences the principal will hold a meeting with the parents and student. The State Compulsory School Attendance Law will be discussed and strategies implemented to insure attendance. If a student acquires **five unexcused** absences, the principal will hold a final meeting with the parents and the student. The principal will advise the parents and student of the seriousness of the situation and again try to find remedies for the problem. A student who acquires **six unexcused absences** will be referred to the area attendance representative from the Department of Juvenile Justice for appraisal and disposition of the matter.

The following are not acceptable excuses for being absent or tardy:

1. Missing your ride
2. Trips not approved in advance
3. Work schedule conflicts
4. Entertaining visiting friends or relatives
5. "My alarm didn't go off . . ."™

Procedures for Makeup Work & Pre-Excused Absences

Students who plan to be absent from school must bring a parental note to the office in advance and obtain a permission slip which is to be signed by each teacher. Provisions for makeup of school work missed during excused absences shall be worked out with the teacher(s) concerned at the earliest time possible but should not exceed five (5) school days after the student returns to school. Schoolwork missed during unexcused absences will be given a grade of "0". Questions regarding attendance rules should be directed to the principle. Excessive absenteeism will be grounds for dismissal from Calvary Christian School.

Tardiness

Being punctual is a habit worth developing. Students should arrive at school and report to class on time. Students arriving late for class cause a disruption that takes time away from the learning process. Students who are habitually tardy for school will be penalized.

Students must check out at the school office if they will be leaving early, and check in with the school office when they are tardy to sign in and receive a pass to class.

Three unexcused tardies equal an absence. **Every three (3) tardies to a given class is counted as an absence from that class for middle school and high school. If a student is absent more than twenty days, excused or unexcused**, Calvary Christian School reserves the right to retain the student at the same grade level for the next school year or require the student to attend make-up days during the summer session.

Tardiness and absences can become a severe problem. Students who have been absent must make up all work within the time allowed. Students are allowed one day per day missed to make up homework with a maximum of two days per absence. In Junior high and high school, student should return to school prepared to make up tests and quizzes that were already scheduled before the absence. All homework that was assigned before the absence must be completed and turned in to the teacher on the first day back to school.

School Closings/Delayed Openings

The school will close or delay opening only in cases of emergency or Governor mandate. These would include extreme weather conditions, health risk, loss of water, heat, electricity, or any other condition that may prove a safety risk to students and teachers.

Calvary Christian School and Preschool, in case of delayed opening or closing will notify the following:

- 1. TV and Web channels: WYFF 4 WSPA 7**
- 2. Email from school (you will hear from us)**
- 3. Facebook**

Chain of Command

The school has developed a very simple, but very effective Chain of Command. Any question or complaint should be handled at the level of occurrence. If, for example, a parent has a complaint with the classroom teacher about their child, an appointment may be arranged through the school office for a parent-teacher conference. If satisfaction is not gained, then, and only then, go to the next highest authority.

The Chain of Command is as follows:

Parent/Student > Teacher > Principal > Pastor/School Board

Parent/Staff Cooperation

It is essential that there be full cooperation between parent and teachers. Anything said or done to tear down respect and confidence for either parent or teacher will do great harm to the student. When a misunderstanding arises, a parent should bring it promptly to the attention of the teacher via SCHOOLWORX. Often a brief conference in person or by telephone can clear up the difficulty. Should the problem remain, the parent should then feel free to consult the Vice Principal. A conference with a teacher may be arranged by simply calling the school office. The teacher will return the call the same day. Please do not call our teachers at home after 9:00pm.

In order to provide profitable and good quality programs and activities for our students, we rely on the parents to see that their child participates in all school programs and activities in which his/her class or extracurricular group is involved.

Parent/Teacher Fellowship

Parent/Teacher Fellowship (PTF) meetings will be held every quarter. This provides an opportunity for parents, teachers and friends of the school to meet informally and discuss matters of mutual concern. All parents are greatly encouraged to join us at the PTF meetings and actively participate in strengthening the educational programs at Calvary Christian School.

Conferences

Conferences will be scheduled with parents during the school year to discuss the student's progress and needs. Unscheduled conferences may be needed, and parents are always welcome to ask for extra conferences to discuss their child's progress. We do ask, however, that parents call or schedule through SCHOOLWORX for a conference prior to coming. Teachers are normally in the classrooms until 3:30 pm on school days and are willing to work with parents in scheduling conferences at mutually convenient times.

Visitations

Parents

Parents are welcome to visit the school. They are reminded, however, to report to the office to sign in/out and secure approval before visiting any other part of the school. Each visitor will be given a visitor's badge at the time of approval.

Student

We welcome visitors! A Calvary Student who wishes to bring an outside person must receive permission at least 24 hours in advance from the office. The visitor must bring written permission from both his principal and parents if he comes on one of his scheduled school days. A person who is on suspension, probation, or has been dismissed from CCS or another school may not visit the school. A student hosting a visitor assumes the responsibility of explaining the school's standards and expectations for proper conduct. Visiting boys and girls must meet school dress standards. Each visitor will be given a visitor's badge at the time of approval.

Alumni

All returning alumni must receive a visitor's pass from the office.

Parent Chaperons

Parents may be asked to serve as chaperons. The school requires parents to follow the same modest standards of dress and conduct as is required of the students. (Ladies are asked to wear skirts that go below the knee, loose fitting pants, or capris.) Parents not meeting the standards will not be permitted to act as chaperons.

Parties, Clubs, and Other Special Activities

Various clubs and special interest groups will be organized, and parties will be planned during the school year. **The PRINCIPAL must approve all such plans and activities. Rules regarding behavior and school dress code during school hours shall be in effect for all school activities, whether on campus or off.**

Student Activities

Students who participate in athletic teams, cheerleading squad, Jr/Sr Banquet, Senior Trip or any special program groups at Calvary Christian School are required to attend all functions in which these groups participate. All students are required to attend all events on the calendar noted as required events. **Students and parents should plan their individual schedules so that no conflicts arise.**

Boy/Girl Relationships

Love, courtship, and marriage are among the most natural and God-given blessings experienced by mankind, and it is the desire of most Christian parents that God lead their children to the mate of His choosing. What better place than at a Christian school to begin that process by forming a deep and intimate relationship with God in order to be obedient to His leading in this very serious matter of marriage and family. We as administration and staff realize that few possess the spiritual and emotional maturity at this point in their development to handle the responsibility of intimate relationships and life long commitments. Based on the above, CCS will encourage wholesome friendships between boys and girls. Dating or "going out" will not be permitted on our campus. **Students MUST refrain from all displays of affection at school and at school functions. No holding hands, hugs, bodily contact, or displays of infatuation.**

Mixed groups must not be together un-chaperoned at any place on school grounds before, during, or after school, or at any school related activity. This also includes loitering in hallways, locker areas, and in the parking lot around and in parked cars. We realize these requirements will not be the viewpoints of all parents, but we believe they are necessary to ensure proper order, safety and the avoidance of the appearance of impropriety.

The administration reserves the right to intervene and make decisions in this matter of boy/girl relationships at school based on our experience, observations, and leading of the Holy Spirit. We feel very definite that our motives concerning this matter are proper, pure, and unprejudiced.

Chapel/Devotions

K5-4th grade will have daily Bible lessons in the classroom and weekly chapels. **5th-12th** grade will have daily Bible classes and weekly chapel services on a specified day of every week. Students are asked to bring a King James Version of the Bible to class and chapel. (No other version will be permitted at Calvary Christian School.)

Fire/Tornado Drills

Fire drills are held periodically during the school year. All personnel and students will leave the building orderly and quietly. An evacuation plan is posted in each classroom and other appropriate locations.

Sports Tryouts

Calvary Christian School athletes are selected from those who qualify for tryouts and meet the requirements. For requirements see your coaches.

Field Trips

Field trips are taken at various times during the school year to places of educational interest. This area has many places of special interest and benefits for the student. The students are required to maintain the same level of discipline away from the school as is required at the school. Field trip uniform is required on all field trips, unless specified by teacher on field trip permission form. **If for some reason they cannot attend they will be required to attend regular school hours and write a paper assigned by the teacher. (The subject will cover the educational experience of the field trip)**

Lunches

Students in K5 through 12th grade need to bring their lunch, or they may purchase a variety of items from the school. Items and prices will be posted on info-direct, or students may see their teacher for a list of available items.

Students will eat lunch in the cafeteria. Courtesy and cleanliness will be observed as follows:

1. Students, escorted by their teacher, will report to the cafeteria in an orderly fashion.
2. Students must eat lunch in the cafeteria. **No food or drink may be taken from the cafeteria.**
3. Students are to remain in the cafeteria until dismissed unless they are under the supervision of a staff member.
4. Students will leave the cafeteria in the condition in which they found it. All utensils, food items, and/or trash will be cleaned up before students leave the cafeteria.

Lockers

At the beginning of the school year, every student will be assigned a locker. It will be the student's responsibility to keep his/her locker clean and neat. No stickers are permitted on or in the lockers. The floors around the lockers and tops of lockers are to be kept free of all books and other materials. All jackets and backpacks are to be neatly arranged in their appropriate place.

Lost and Found

It is suggested that nametags be placed on all items such as sweaters, coats, caps, etc. Any articles that are found where they should not be will be placed in the "Lost and Found". Students may claim these items from lost and found only during the lunch period, before school, or after school. Articles will be kept in lost and found for three weeks, after which time they will be disposed of as the school sees fit.

Transportation

Regulations

Students shall not behave in a disruptive or distractive manner while riding school buses on school trips. School bus transportation is a privilege that may be withdrawn due to inappropriate behavior. The bus driver is in complete charge of the bus and its occupants at all times. Students riding the bus must comply with the request of the driver.

Loading and unloading

Buses load and unload at the front entrance of the building. Car line begins at the Howell Street entrance and goes in front of the main school building for students K5 thru 6th grade and J/H/HS students with siblings in elementary grades then exit around the church building. J/H and HS student car line begins at the Howell Street entrance and goes beside the Church building to pick up their student (they can be dropped off in front of the school building). The far church entrance is a ONE-WAY entrance and should be used only as an exit.

Bus Rules

Each bus rider is expected to:

- Follow the driver's directions
- Sit in the assigned seat
- Keep hand, arms, legs, and objects to himself
- Refrain from cursing, name calling, gestures, or loud talking
- Refrain from pushing, shoving, or annoying other students
- Refrain chewing gum, and littering
- Abide by the Discipline Code
- No communicating with drivers of other vehicles

Student Drivers

Students who wish to drive to school must secure written permission from their parents and the office in advance. Then they must abide by the following rules.

1. Allow plenty of time to arrive at school early since traffic can be heavy in the mornings.
2. **On the campus, the speed limit is 5 mph. The pedestrian always has the right-of-way, no matter where he is walking.**
3. Park car upon arrival and do not return to it without permission until the end of school day.
4. Students **must** lock their car doors.
5. Speeding, reckless driving or foolishness, whether observed on campus or off, may bring about a revocation of permission to drive on campus.
6. Students are not allowed to sit in parked cars or congregate in parking area. Students are to leave immediately after dismissal.
7. Music is not to be heard outside the car while on campus.
8. Anyone wishing to ride to or from school in a student-operated car must have prior permission (written) from both sets of parents.
9. Park in the designated area. (Check with the school office)

Telephone

Use of the telephone is limited to emergency calls or school business calls. "Forgetting" is not an emergency, but rather an opportunity to teach responsibility. Parents may leave messages to students and teachers with the school office. Cell phones are required to be turned off during school hours unless given specific permission.

Daily Extended Care/Homework Stay

Facilities are open from 7:30 a.m. to 5:00 p.m. Students who arrive before class time must report directly to the cafeteria for supervision. Students who stay in extended care after school will be with a teacher in careline until 3:15 then will go to a classroom to do homework.

Parents are urged to pick up students promptly at dismissal time. Any students who has not been picked up by 3:15 p.m. will be taken to extended care, and parents will be charged accordingly. Any parent, who has not picked up his child by 6:00pm closing time, is using the extended care worker as a personal babysitter and will be charged accordingly. For students enrolled in Calvary Christian School, the fee for extended care is \$40 per week per family and will be placed on your school bill. **Any child staying for extended care must continue to follow the dress guidelines of the school. If they choose to change or if it is necessary for them to change, they may wear only clothes that adhere to the school dress code. The cost is \$40 per week per family. Students with detentions (other than homework) will be in homework stay. A student might be asked to stay in homework stay for help in a subject he/she is having trouble in, or parent can request their student to stay in homework stay to work on their homework after school.**

Early dismissal

All parents coming during class time to pick up students for dental, doctor, or other excused absences (a student withdrawn early for other than an excused reason will be given a zero for class (es) missed) must report to the office and not to the student's classroom. **If a student must leave school early, a written note stating the reason is to be brought from a parent and approved in the school office.** The parent will sign out the student in the office when leaving school early. No student should ever leave school without notifying his remaining teachers for the day and checking out in the school office. **ALL EARLY PICK UP MUST BE BEFORE 2:10 P.M.**

Academic Information

Academic Programs

Calvary Christian School recognizes that all learning is religious in nature. Learning is not neutral; it expresses either biblical philosophy or humanistic philosophy. Upon this basis, Calvary Christian School makes no apology for the Bible as the absolute and final authority in matters of faith and practice. In all subjects, material is presented from a biblical frame of reference. Learning, in the biblical view, requires discipline of mind and body. An undisciplined life is largely an unproductive life. Calvary Christian School recognizes that Christian education begins in the heart and will. Therefore, we

endeavor to faithfully present the gospel of the saving grace of our Lord Jesus Christ that the heart may be made new by faith and trust in His finished redemptive work on the cross. Salvation is an individual matter. Society is benefited as individual hearts are in a correct relationship to the triune God. The educational program is made up of not only the traditional academic subjects, but also includes music, chapel, computer, art, physical education and special events. The curriculum is designed to assist the student to develop, achieve, and master academic disciplines, as well as form values for living and leading with a servant's heart.

Kindergarten/Elementary

Bible

Students are taught the importance of a personal relationship with Jesus Christ and the servant's heart that comes when obeying Him.

Phonics/Reading/Spelling

In kindergarten and elementary school, students are taught phonics skills including letter sounds and rules, which aid reading and spelling.

Arithmetic

Number concepts are taught appropriate to each grade level and are reinforced and practiced through problem application, drill and review.

English

Students are taught grammatical principles and rules that aid in understanding of the parts of speech and sentence structure as a basis for verbal and written communication. Literature is used to aid comprehension, challenge thinking skills, and broaden the students' experiences.

Social Studies/History

The social studies program is based upon the principle of Providence. History is taught from the broad perspective of God's dealing with mankind. Social studies are taught as interaction between individuals and nations in consideration of man's nature and God's plan for mankind.

Science/Health

Science is taught to develop a scientific attitude in each student that will give him an interest in the world that God has created and to make him aware of the important role that science plays in human progress and development.

Fine Arts

Opportunities in the fine arts are afforded through choirs, private piano lessons, speech, and art. Students desiring to compete in outside competitions, is at the discretion of their instructor.

Physical Education

Physical education classes in elementary school provide a time of fun and relaxation for students while developing motor skills and teaching specific athletic proficiencies.

Middle School and High School

Courses in middle school and high school become increasingly more specialized. The secondary program is designed to provide challenging academic opportunities for all students. The program is designed to meet the needs of college bound students. Team sports and physical education classes emphasize lifetime sports rather than team sports.

Bible

This program emphasizes the importance of a personal relationship with Jesus Christ. It also helps each student develop problem-solving skills based on sound Biblical principles. The goal is to equip students with a purpose and plan for life that is built on a strong Biblical foundation and a philosophy of servant leadership.

Mathematics

The goal of the mathematics programs is to help all students acquire that ability to apply mathematics to problems of everyday living and help develop thinking skills and make valid inferences.

Language Arts/Reading

The goal of the language arts/reading program is to help all students develop concepts and skills in oral language, reading, writing, literature, and language processes. Within these five areas students acquire skills in composition, handwriting, spelling, grammar and usage, as well as thinking and studying skills.

Social Studies

The goal of the social studies program is to help all students acquire knowledge and skills to prepare them to participate effectively and responsibly in our democratic society.

Science

The goal of the science program is to help all students develop scientific values while questioning and searching for data and their meaning. A respect for logic and consideration of consequences is also studied. They will learn through all senses as they explore concepts by observing, communicating, comparing, organizing, and drawing conclusions.

Fine Arts

The goal of the fine arts program is to help all students develop an appreciation for the arts. The music program provides options for students in chorus, private voice, and private piano lessons as well as art classes and band. The speech program provides lessons in public speaking and creative expression.

Physical Education

The goal of the physical education program is to improve each student's physical fitness and help them develop respect for their own minds and bodies.

Computer/Keyboarding

The goal of the computer/keyboard program is to help all students develop basic skills on the keyboard and gain understanding of given computer systems and software.

College Preparatory Program

Courses	Units
Bible	4
English	4
Math	4
Science	4
Social Studies	4
Physical Education/Health	1
Computer	1
Speech	1
Foreign Language	2
Electives	2
Total	27

Middle School (5-6)/Junior High (7-8)

Before a Middle School student can advance to a higher grade, he must pass all five major subjects (English, Math, Social Studies, Science, and Bible), or make them up in summer school.

Senior High (9-12)

Before a senior high student can advance, the following criteria should be met.

1. English should be passed each semester or made up in summer school.
2. Mathematics should be passed each semester or made up in summer school.

The student may advance to the sophomore class with at least six units, to their junior class with at least twelve units and the senior class with at least eighteen units. All grades in grades six through twelve must follow the course of study recommended to them by the administration. This is to ensure that each student attains as much as possible academically while at Calvary Christian School. It may at times be necessary for a student to take a PACE, do an independent study, or attend summer school to make up for any failed courses. Following the recommended course of study will eliminate problems of meeting graduation requirements during the senior year.

Graduation Awards and Criteria

Cum laude	3.65-3.83
Magna cum laude	3.84-3.91
Summa cum laude	3.92- 4.0
Valedictorian	highest GPA above 3.5
Salutatorian	2 nd highest GPA above 3.5

College

Calvary students are urged to attend a good fundamental school to further prepare for the Lord's service. When specialized training is not available in a Christian school, it is hoped that a student will first receive good solid Christian training before entering a non-Christian School.

Achievement Tests

IOWA Tests are given each spring in K5 and above in order (1) to provide teachers with information that assists them in evaluating the performance of their students, (2) to provide information for each student's permanent record that complements report card grades for the purpose of maintaining an accurate record of achievement, (3) to assist in the evaluation of individual teachers, curricula, and student groupings, (4) to compare the school's norm with other norms, both secular and Christian, (5) to provide data necessary to discover class and individual weaknesses and make necessary adjustments in curricula or methods in order to correct the weakness.

Students are not passed or failed solely on the basis of Achievement Test scores. Test results for K5 and above are reported to the parents.

All students in the senior class must file a copy of his SAT/ ACT scores before they will be awarded a diploma. College admissions offices consider a student's high school record, his class rank and his SAT or ACT scores when determining his eligibility for acceptance. Our students have no difficulty entering the college of their choice if they have maintained the necessary academic record.

Textbooks and Materials

Each student will provide himself/herself with a King James Version of the Bible to be used in school. Textbooks are carefully selected to meet the needs of students. Learning to accept responsibility in regard to proper care of books and equipment is an important aspect of character development

Report Cards/Progress Reports

Report cards will be sent via SCHOOLWORX at the close of each nine (9) week period. Daily grades may be obtained through the SCHOOLWORX accounts. Any questions regarding the grades may be sent to the teacher through the messaging center. The fourth and final report card must be obtained through the office after the appropriate awards ceremony. All bills and fees must be paid before final report cards can be given. Only parents or legal guardians may sign out the final report card.

Grading Scales

The use of symbols will not deviate from those specified in the explanation of grades, i.e., plus or minus, double symbols may not be used. Grades which are to be recorded on the report cards and on the cumulative records are as follows:

Letter Grade	Numbered	Performance Assessment
A	91-100	Outstanding (4 points)
B	81-90	Above average (2 points)
C	71-80	Average
D	61-70	Below Average (1 point)
F	60 & below	Unacceptable
S or 1		Satisfactory
N or 2		Needs Improvement
U or 3		Unsatisfactory
--		Not Applicable at present time

Grading Guidelines

1. Grades measure academic performance and are used as a means of reporting achievement relative to the attainment of classroom objectives.
2. To assure that pupil assessments are based on data, teachers will keep such records as:
 - A. Teacher Observations - Document some informal observations such as frequency and quality of student's participation in math, reading, and other group situations.
 - B. Samples of student's work - representative samples, not just the best.
 - C. Verbal and nonverbal participation - Anecdotal records of demonstrative evidences of learning.
 - D. Other records - records which reflect the individuality of the classroom program.
3. When evaluation symbols are used on student work (e.g., homework, written papers, projects, activities, etc...) the marking symbols will coordinate with the symbols on the report card.

Advance Placement/Advancement

The administration reserves the right to determine whether a student is a candidate for advanced placement or advancement (this is defined as moving two grades in one school session). Decisions will be made according to the student's academics, social abilities, and all around capabilities as a student. Equal consideration will be given to all three areas before a decision will be made. A decision by the administration is final in regards to this area.

Advancement for a student in high school will not remove any requirements concerning credits or credit hours necessary for graduation from Calvary Christian School's college preparatory program. See Credit Requirements for further information.

Dual Enrollment Credit

Calvary Christian School will recognize dual enrollment credits (college courses taken during the time a student is enrolled at CCS) with the following restrictions:

- No core courses may be obtained other than at CCS (mathematics, English/grammar, Bible, Social Studies)
- In keeping with our mission statement to provide quality Christian education, CCS will not recognize credits from a secular college program, only those from Christian based colleges.
- CCS encourages these courses to be taken during the summer months and not the school year.
- If a student wishes to participate in college courses during the school year, he/she must obtain special permission from the administration, be a student in good academic standing, and must commit to placing their academic responsibilities at CCS as a priority.
- Although CCS will recognize credits that meet the above requirements, it is understood that all students on our campus will participate in all of the offered classes and activities for their given grade level. No exceptions will be given.

Eligibility

Students with a "C" average and a good discipline record qualify to participate in the sports program or other extracurricular functions that have eligibility requirements as the basis for participation. Students with any grades marked "F" will be examined by the administration, and whether or not the student will participate in any sports programs or other extracurricular functions, will be left up to their discretion.

Awards

Perfect Attendance

This award is given to students who are present each day of the school year. They must remain in attendance for at least four hours of the seven-hour school day (refer to page 8 under *Attendance).

Honor Roll

This award is given to students at the end of each grading period. There is also a cumulative award given to students at the end of the year. Students may qualify for this award in two (2) areas:

1. "A" Honor Roll (all A's)
2. "A/B" Honor Roll (all A's and B's)

Students who earn awards for perfect attendance and academic achievements are honored on Awards Day at the end of the school year.

Quarterly honor roll recipients will receive special privilege.

Elementary Homework

Homework is a necessary part of each child's education. Teachers will assign all students homework. It is expected that the parents will cooperate with the teacher by seeing that the assignments are completed and turned in on time. Students in the elementary grades who do not complete and turn in their homework will lose a color and be required to complete their work by the next day.

1. For Drill - More students require solid drilling to master materials essential to their educational progress.

2. For Practice - Following classroom explanation, illustration and drill on new work, homework is given so that the material will be mastered.

3. For Remedial Activity - As instruction progresses, various weak points in a student's grasp of subject matter become evident.

Projects

Projects will be assigned as needed. They must have a purpose and fulfill a specific academic requirement.

Exams (Middle School and High School)

Exams will be given at the end of each semester and will be averaged in with the student's regular grades for the semester. Exams will be worth 20% of a High School Student's semester grade and 10% of a Middle School Student's semester grade. The student's grade for the year will be the average of the two semester grades.

Dress Code

Philosophy

Outward appearance is important because it reflects heart attitudes and life values. Our ultimate goals in appearance and dress are to glorify God, not man, and to direct the attention of others to the Christ-likeness of our spirit (I Corinthians 6:19-20; 10:31). In light of these principles, we must set an institutional standard for our school. It is not our intention to say that a Christian who does not meet our standards is sinning, but only that our student's must meet these standards in order for us to be consistent in our enforcement. General Scriptural guidelines for dress are:

1. **Modesty** (1 Timothy 2:9; II Timothy 2:22)

Modesty means decency - not being showy, not drawing attention to oneself. Those who want to dress modestly are conscientious about the influence of their dress on others. Attire should draw attention not to physical features, but to one's countenance and Christ's purity and holiness. We want our students by example in their grooming, dress, and actions to encourage a lifestyle of godliness.

2. **Distinctiveness** (Deuteronomy 22:5; I Corinthians 11:14-15)

Genesis 1:27 says, "Male and female created he them." God created two distinct sexes. By doing so, He purposely planned basic differences between the sexes. These distinctions should not be altered.

3. **Appropriateness**

Appropriateness means suitability, fittingness or compatibility. Appropriate attire is modest, suitable, and fitting to the occasion. Certain types of clothing are appropriate for certain activities (class, church, and ministry vs. recreation and work); certain types of clothing are appropriate for warmth and protection during different seasons. The right choice is one balanced by self-control.

4. **Deference**

When we show deference, we show consideration and respect for others as Jesus Christ says in Matthew 7:12. Romans 14 tell us not to judge one another; however, understanding that a weaker brother may judge us we must be careful not to be a stumbling block. There are times when we must choose to defer, submit, and yield our rights in love and concern for others. Ultimately, we must choose to do what is best for honoring God and serving others.

Regulations (Also see "Guidelines")

Everyday Attire

Elementary (K5-4th grade)

Girls – skirt or dress that comes **below** the knee, modest shirt, socks and tennis shoes.

Boys – collared shirt, casual dress pant, socks, belt, tennis shoes.

Middle School, Junior High and High School

Girls – skirt or dress that comes **below** the knee, and casual shoes. (tennis shoes are acceptable for every day, dress shoes for performances)

Boys – collared shirt, casual dress pant, socks, belt, and casual shoes. (tennis shoes are acceptable for every day, dress shoes for performances)

Chapel Attire

Elementary (K5-4th grade – Wednesdays)

Girls – Black skirts that come below the knee, burgundy field trip polo shirt with the Calvary logo, socks, nylons, or tights, casual dress shoes or tennis shoes.

Boys – Khaki pants, burgundy field trip polo shirt with the Calvary logo, belt, dress socks, and casual shoe or tennis shoes.

Middle School, Junior High, and High School (WEDNESDAYS!)

Girls – Black skirt that comes below the knee, burgundy field trip polo shirt with Calvary’s logo on it, nylons or tights and casual shoes or tennis shoes.

Boys – Khaki pants, belt, burgundy field trip polo shirt, dress socks, and casual shoe or tennis shoes.

Field Trip Attire

Field Trip shirt, khaki pants or black skirt, belt, tennis shoes (elem.) or casual dress shoe (MS, JH, and HS)

Field trip shirts can be purchased through **Embroider Me** in Taylors, and must be burgundy for Elementary (K5-4th) and Middle, Junior High, and High School (5th-12th). **Any student not in the correct field trip attire will not be permitted to attend the field trip with his/her class.**

Students are given several opportunities to earn money during the school year. This is designated field trip money and is kept by the school to help student pay for their field trips. A record is kept from year to year on how much student has earned and spent on their field trips. This money is only for student’s field trip and not refundable before their senior trip.

Formal Attire

Before any special occasion that would require formal attire (formal/tuxedo’s/Sunday dress) there will be a dress check given by the administration. All formals must meet the following requirements:

1. No bare shoulders
2. All dress lengths start below the knee
3. Neck lines must be modest
4. Sleeveless dresses must come to the edge of the shoulder and not hang loose under the arm.
5. Standard of appropriateness for the event shall apply.

PE Uniforms

Grades 5th-12th participating in PE is required to have the full P.E. uniform by the beginning of Physical Education classes. Students must be dressed in the P.E. uniform or their grade will be affected. Students with an excused note/call from home or the school office, due to sickness, will be exempt for the given day(s).

Grades 5-12

Gray, Navy or Black colors for the following:

T-Shirt, sweatshirt, wind pants, or shorts to the knee.

Athletic Shoes

After School Activities Attire

This includes Fall Fun Night, Jr/Sr Yard Sales etc.

1. No tight fitting clothes
2. No skinny jeans or sweat pants
3. No inappropriate slogan T-shirts

Guidelines

1. All skirts should touch the floor when kneeling and be below the knee all the way around the student.
2. All slits should be sewn to the knee. No slits higher than the knee will be allowed.
3. All shirts are to pass the “three finger” rule. (shirts are not to be any lower than three finger lengths from the collarbone. Cleavage should NOT be visible at any time.
4. Shirts and skirts are to be loose fitting. Two inches of material should be able to be “pinched” from all areas of the body.
5. No large emblems or names are permitted across the back or front of the shirt. Small logos on the left or right shoulder of the shirt are permitted.
- 6.??????? No shirts with Abercrombie & Fitch will be permitted.
7. No television, movie, music, or entertainment characters should appear on any of the clothing.
8. Shoes are to be closed in the front and have a back. Calvary’s accident insurance will not cover a student without the proper footwear.
9. Crocs, sandals, Birkenstocks, flip-flops are not permitted as footwear.
10. Sweatshirts are permitted on regular attire days. Collars of polo shirt must be visible.
11. Sweatshirts, sweaters, fleeces, etc. should not resemble coats or jackets.
12. No T-shirts should be worn. (Exception in Physical Education Class and dress down Friday, students are permitted to wear Spirit and pride t-shirts or ones purchased at The “War of Special Forces”)
13. **Sweatshirts with hoods are not permitted. Only the burgundy/zip hoodies with the school logo, purchased through Calvary Christian School, are permitted on Chapel Day.**
14. No pants with overly large pockets and straps are permitted. Pants must be casual/ khaki material and may not be nylon or sweatshirt material.
15. Boys are not permitted to wear jeans or jean material. Except on dress down Friday.
16. All boys shirt tails must be tucked in.
17. **Boys hair must be tapered in the back and off the ears, eyebrows, and collar.**

Discipline System

Philosophy

Discipline means order which is important to the student because it gives him/her security. It helps the student mature and prepares him to be responsible for himself. Since God is the author of order, it behooves the wise teacher and administrator to provide discipline.

Calvary Christian School expects full cooperation from both students and parents in the education of the students. A student who shows repeated behavioral problems will be disciplined accordingly. This is an indication that parents need to take action at home so that the teacher's time is not consumed with behavioral problems but with academic instruction. **If at any time the school feels that this cooperation is lacking, the student may be requested to transfer.** Also, if the behavior of the student indicates an uncooperative spirit, he may be requested to transfer or not be permitted to return.

I Corinthians 10:31 says, "Whatsoever ye do, do all to the glory of God". Therefore, as members of a Christian school, care must always be taken to maintain the best testimony possible. CCS students, whether on campus or off, must abstain from the use of profanity, narcotics, alcoholic beverages, tobacco, and pornographic materials. Violations of these standards will be considered grounds for suspension from classes or dismissal from the school based upon the discretion of the administration.

Self-discipline is the key to good conduct and the proper consideration for other people. It is the right of every student to expect an environment conducive to learning free of disruption, and free of any threat to his or her person and property. It is the purpose of these guidelines to promote a positive climate for learning.

General Rules

- Toys, games, dolls, puzzles, calculators, musical/games watches, books, magazines, newspapers, pets, radios, game boys, etc. **are NOT to be brought to school unless requested by the teacher as part of an assignment.** All such items will be taken from the student and returned upon request of the parent with assurance that said item will not be brought to school again. (Cellphones are to be turned off during school hours unless given specific permission.
- Running, scuffling, throwing things, loud talking, and boisterous behavior are not permitted in the building.
- Elementary and High School students are to stay in their respective classrooms, except when schedules or specific permission directs them to do otherwise.
- Closets, cabinets, and equipment rooms are off-limits to students. Only authorized persons may use the piano, audiovisual equipment, science, or other school equipment. Students are to touch nothing on the teacher's desk without permission.
- **Chewing gum is NOT to be brought to school. A \$10.00 fine will be assessed every time a child is caught chewing gum on the school's campus.**
- Eating is allowed only at appointed times and in the cafeteria.
- Fighting, profanity, and unkind speech or actions will not be tolerated, nor will insubordination, such as sassing, talking back or arguing with the teacher.
- Restroom breaks are scheduled; students are not permitted in the restrooms between breaks except at the discretion of the teacher.
- Congregating or playing in areas where cars are parked is prohibited.
- Anyone destroying or marring school property will be disciplined and billed for the repair of said property.
- Nothing is to be written or drawn in books, except the subject and the student's name.
- Those with lockers are expected to take with them everything they will need when they go to classes or to study hall.
- **?????????All students, all times, must have a pass** if they wish to go to the office, except before or after school, or during lunch time.
- Throwing sticks or stones on the playground is not tolerated.
- Permission must be obtained from the office before a student may leave the campus during school hours.
- Walk (not run) single file on the balcony and on all steps. Keep to the right when meeting someone, except on the balcony stairs, when the descending person must be next to the handrail.
- No soliciting or distributing of literature will be permitted without permission from the administration.
- Calvary students are reminded that they represent the Lord and the school when they are away and off campus. They are to maintain a good testimony before everyone they come in contact with.
- During a class or study hall, students in grades six through twelve must secure a pass from the teacher in charge before leaving the classroom. Students are not to be out of class any time without a pass nor is a student to be in any area not designated on the pass.
- School regulations forbid the possession or use of electronic devices on school property or while being transported by school busses unless first given permission. This regulation includes, phones, hand held games, ipods, e-readers such as kindles, nooks, iPad etc.
- For safety reasons, the school prohibits any unauthorized meetings in the parking lot or in adjacent school property. "Unauthorized" means without written permission of the principal.
- Halloween is not celebrated at Calvary Christian School.

Classroom Discipline Procedures

1. All students are to be in their seats at the start of class time or be written up for being late to class. (Students are to use good posture and seating discipline.)
2. After the teacher prays, there will be no more talking. If the student wishes to talk, he or she must raise a hand
3. The **teacher** and not the bell dismiss each class.

Elementary Discipline/Merit System?????????We need to talk with elementary this will work if practiced

A. Incentives:

- Incentives will be left up to each homeroom teacher to reward behavior.

B. Consequences:

- **Green** **Excellent**
- **Yellow** **10 minutes off special class**
- **Red** **loss merit**
- **Blue** **Miss special class and do writing assignment; Parent will receive email**

- **Black** **phone call or meet with teacher will receive email (If a student goes to black twice in a day he will be removed from the class for the remainder of the day.)**

Weekly

- **4 merit losses** **Conference with parent, teacher, and Elementary Supervisor.**

Quarterly:

- **19 merit losses** **Conference with parent, teacher, and Administration**
- **30 merit losses** **Expulsion will be considered**

C. Behaviors that warrant moving a student from his/her current color:

- **Disrupting others**
- **Off-task behavior**
- **Excessive talking**
- **Unauthorized area (Classroom)**
- **Not respecting others' property**
- **Unkind behavior or talk**
- **Running in the halls or cafeteria**
- **Not following directions**
- **Incomplete homework lose a merit**
- **Exhibiting a bad attitude**

D. Behaviors that warrant an immediate change of color to

Black:

- **Fighting**
- **Vandalism**
- **Cheating**
- **Profanity**
- **Bullying**
- **Stealing**
- **Lying**
- **Insubordination**
- **Disrespect to a staff member**
- **Inappropriate body contact with another student**

E. ????????Also will work if it is not a take turn situationStudent-of-the-week

Each week each Bible teacher selects one student in K5, 1st-3rd and 4th-5th who has demonstrated outstanding effort and achievement in all areas that week. This student is awarded a certificate in chapel and a special prize from the school store. Teachers will be announcing Student-of-the-Week selections at our weekly chapels.

Category System (Grades 6-12)

The administration has developed a category system for grades 6-12. Middle school is a big transition, and therefore, during the first two weeks of the school year, Middle school students will be given more tolerance as they adjust to the category system.

Category One Offenses – If the student has accumulated 5 categories one offenses, he will be given a detention. Detention will be served after school in homework stay for two hours on Monday, Tuesday, or Thursday at \$5.00 an hour. The date will be of the school's choosing and will not be able to be rescheduled.

1. **Going to car without permission**

2. Sleeping in class
3. Sleeping in chapel or devotions
4. Chapel or devotions misconduct
5. Failure to have requested item signed by parent and returned to the teacher
6. Littering
7. Radio, Tape Player, or CD player at school
8. Unexcused tardiness to class
9. Food Violation
10. Hall Violation (no pass, excessive noise, running)
11. Dress/Hair Offense (includes not being in proper dress code)
12. Boisterous conduct (after school and at school sponsored activities)
13. Distracting conduct in class
14. Driving Offense (not reckless)
15. Defacing school property (plus payment for repairs)
16. Expulsion from class
17. Locker Violation
18. Off limits areas of campus
19. Unprepared for class (no book, no assignment)
20. Excessive talking in class
21. Disruptive behavior in class
22. Leaving class without permission
23. Loitering on campus
24. Dangerous play
25. Horseplay
26. Griping
27. Riding with another student without parental and school permission

Category Two offenses – These offenses will result in an automatic detention

1. **Questionable music** (having it, singing it, or playing it)
2. **Lying to faculty or staff**
3. **Skipping class**
4. **Vulgarity or profanity**
5. **Display of poor attitude**
6. **Display of poor temper**
7. **Repeated category one offenses**
8. **Disrespect to faculty or staff**
9. **Disobedience to faculty or staff**
10. **Stealing**
11. **Cheating (includes copying another’s work or getting help from another when not authorized)**
12. **Insubordination**
13. **Speeding, reckless driving**
14. **Repeated detentions and rebellious conduct**
15. **Repeated dress code violations.**

Category Three offenses- automatic suspension (in or out of school suspension will be determined by the administration).

1. **Fighting (the school has zero tolerance for fighting or any displays of violence)**
2. **Inappropriate displays of affection between girl and boy.**
3. **Disrespect to authority.**
4. **Any display of violence.**
5. **In case of serious or continuous misconduct, the administration may impose a long-term suspension or permanent expulsion of pupil from school.**

Homework Detention:

If a student receives three (3) or more categories for no homework within a two week period of time, per semester:

1st and 2nd Offense: Saturday Detention 8:00-10:00 \$25 fine and all homework must be done by Saturday.

3rd Offense: ISS (In School Suspension) \$50 fine. Student cannot receive full credit, grade starts one grade below.

4th Offense: OSS (Out of School Suspension) \$50 fine. Homework cannot be turned in, student will receive “O’s” including all work missed during suspension.

If the detention is not served on the date assigned to the student, the student will be unable to attend school until the detention is served or arrangements made with the Principal.

Automatic Expulsion

1. **Smoking or having tobacco/alcohol/drug products in one's possession**
2. **Possession of pornography (on/off campus)**

3. **Immoral activities**
4. **Drugs/Alcohol/Tobacco (on/off campus)**
5. **Charged with a crime or being arrested for illegal activity**
6. **Displays of Homosexuality.**

Chemical Abuse: Students shall not use, be under the influence, or have in their possession, on/off the school property or at school-sponsored activities, alcoholic beverage of any kind, marijuana, or other controlled substances.

Tobacco Products: The use or possession of tobacco products on/off Calvary Christian School property is prohibited.

Vandalism: Vandalism is the willful marring, defacing, or destruction of Calvary Christian School property. This applies to buildings, books, school buses, automobiles, school grounds, and student and employee property. Students shall not cause or attempt to cause damage to private or personal property while on the school grounds or during a school-sponsored activity.

Dangerous Objects, Firearms, Explosives, Arson:

The following items shall not be permitted on school grounds:

- A. Dangerous Objects: Machetes, Brass Knuckles, Knives, etc...
- B. Firearms: Includes any type of gun or look-a-like weapon.
- C. Explosives: Includes firecrackers, poppers, stick bombs, etc...
- D. Arson: Includes possessing matches, lighters, etc...

Disruptive Behavior: Any physical or verbal disturbance that occurs within the learning environment and which interrupts or interferes with teaching or orderly conduct of school activities is prohibited. This includes improper dress (see Dress Code Regulations and Guidelines), gambling, inappropriate literature or illustrations, disruptive mechanical/electrical devices, obscenities, verbal abuse/disrespect, displays of affection, the defiance of authority, profanity and unkind speech.

Fighting: Students shall not fight or display aggressive behavior. Aggressive actions that have or could have the potential to hurt others are not allowed. Aggressive behavior includes physical abuse, incitement or instigation of a conflict, assault, threats and extortion. Under no circumstances will intentional aggression toward a teacher or other employee be tolerated.

Probation – Probation can be used in extreme cases and can be perceived as the student's "last chance". If probation does not produce the necessary results, the student may be asked to transfer. Terms of probation will be determined by administration.

Academic A student is placed on academic probation when he is failing in all or almost all of his academic classes or when he is showing no tangible effort in assigned class work or tests.

Disciplinary A student is placed on disciplinary probation when he repeatedly or flagrantly ignores or disobeys or flaunts school regulations or teacher instructions. If a student fails to respond to this action, suspension or expulsion may follow.

Corporal Punishment

All parents are required to sign the Discipline Sheet attached to the application (registration) form. Discipline does not include any type of child abuse; a child will always be disciplined in the proper manner. Students who do not submit to the discipline and authority of their teachers will be referred to the principal. The principal will first work together with the child's family to correct specific behavior. If behavior continues, parents or authorized persons will be called in to administer corporal punishment or will be asked to take the child home. Corporal punishment is always administered in the presence of a witness. Punishment should be non-abusive and done in love. Continual discipline problems will be recorded on the student's Discipline Record

Suspension of Students

There are two types of suspensions: in school and out-of-school. Either type of suspension may be used, at the discretion of the administration for major infractions, or for repeated minor infractions of rules.

In-School Suspension

After meeting with parents, the student will be assigned to a teacher and will serve an in-school suspension. He will remain isolated all day reporting only to the assigned teacher. He can do his daily work and get credit for it.

Out-of-School Suspension

A student on out-of-school suspension will not be allowed to attend school for a designated number of days or until a parent conference with the principal is held. While on out-of-school suspension, a student may not participate in any extra curricula activities or attend any activities sponsored by the school. A student will receive zeros in all his/her classes and will not be allowed to make up any work missed due to out-of-school suspension.

Levels of Discipline

1. **Detention**
2. **Meet with parents and in school suspension.**
3. **Out of school suspension**
4. **Expulsion**

***Administration reserves the right to begin at any level of discipline that it deems necessary.**

Student Integrity

Student's attitudes shall reflect honesty, trustworthiness, patriotism and respect for others as well as for self. Cheating, plagiarism, falsification (verbal or written untruth), stealing and/or attempts at these activities will be punishable.

Students shall comply with additional school policies published in the parent/student handbook or otherwise brought to the student's attention.

Students are not to criticize teachers to other students or to other teachers. Students who have questions about something a teacher does should first talk with the teacher privately and then with the administrator if necessary.

The child's attitude toward God, toward other people, toward constituted authority, and towards life itself, will bear heavily on his happiness at Calvary. Attitudes often become contagious, thus either helping or hindering the attitude of other students. Those with good attitudes will gain the approval of both fellow-students and staff members. Those found to be out of harmony with the school's ideals of attitude and conduct may be asked to withdraw, if the general welfare demands it, even though there may be no specific breach of conduct.

Pledges

American Flag

"I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

Christian Flag

"I pledge allegiance to the Christian flag and to the Savior for whose kingdom it stands; one Savior, crucified, risen, and coming again, with life and liberty for all who believe."

The Bible

"I pledge allegiance to the Bible, God's Holy Word; I will make it a lamp unto my feet and a light unto my path; I will hide its words in my heart that I might not sin against God."

School Verse That the generation to come might know them, even the children which should be born; who should arise and declare them to their children:

That they might set their hope in God, and not forget the works of God, but keep his commandments:

-Psalm 78:6-7

How Many Days Must My Child Attend School?

In South Carolina, all children are required to attend a public or private school or kindergarten beginning at age five and continuing until their 17th birthday. If a parent chooses not to send their children to kindergarten, a waiver must be signed. Waivers may be obtained at the local school. Parents also have the option of home schooling their children provided the requirements for home schooling are met.

In accordance with the Compulsory School Attendance Law and S.C. Code of Regulations, uniform rules have been adopted to ensure that students attend school regularly. Students are expected to attend school each day and are counted present only when they are actually in school, on homebound instruction, or are present at an activity authorized by the school principal.

The school year consists of 180 days. To receive credit, students must attend at least 170 days of each 180-day year course, as well as meet the minimum requirements for each course. Accrued student absences may not exceed 10 days during the school year. The first 10 absences may be lawful, unlawful, or a combination. Any absence in excess of 10 may cause the student to lose credit for the year. To receive credit for a 90-day/semester course, students must attend at least 85 days of the course, as well as meet all minimum requirements for the course. The first 5 absences may be lawful, unlawful, or a combination. Any absence in excess of 5 may cause the student to lose credit for such a course. All absences beginning with the sixth must be lawful.

A. Lawful Absences

- 1. Absences caused by a student's own illness* and whose attendance in school would endanger his or her health or the health of others. *Verified by a statement from a physician within two days of the student's return to school. Absences for CHRONIC or EXTENDED illness will be approved only when verified by a physician's statement.**
- 2. Absences due to an illness or death in the student's immediate family verified by a statement from the parent within two days of the student's return to school.**
- 3. Absences due to a recognized religious holiday of the student's faith when approved in advance. Such requests must be made to the principal in writing.**
- 4. Absences for students whose parents/guardians are experiencing a military deployment. A principal may grant up to five days of excused absences provided that 1) the absence is preapproved, 2) the student is in good standing, 3) the student has a prior record of good attendance, and 4) missed work is completed and turned in within the school's allotted time period.**
- 5. Absences due to activities that are approved in advance by the principal. This would include absences for extreme hardships. Such approval should be prearranged when possible.**

B. Unlawful Absences

- 1. Absences of a student without the knowledge of his or her parents.**
- 2. Absences of a student without acceptable cause with the knowledge of his or her parents.**
- 3. Suspension is not to be counted as an unlawful absence for truancy purposes.**

C. Approval of Absences in Excess of Ten (10) Days and Award of Credit

For the purpose of awarding credit for the year, the district board of trustees, or its designee (principal), shall approve or disapprove any student's absence in excess of 10 days, regardless as to whether those absences are lawful, unlawful, or a combination of the two.

D. Truancy

Although the state requires students to only attend 170 of the 180 day school year, parents and students should be aware that SC Code of Regulations - Chapter 43-274 stipulates that a child ages 6 to 17 years is considered *truant* when the child has three consecutive unlawful absences or a total of five unlawful absences.

E. Tardiness

Punctuality is one of the most important skills that a person can learn. It is a skill that directly correlates to an individual's success in the business world. Parents should have students at school on time each day. Furthermore, secondary students are expected to be in their individual classes on time. Late arrival (tardiness) results in interruptions to the learning process – not only for the tardy student but for the other students in the class as well. Additionally, the tardy student misses important instruction. Each school has guidelines for the disciplinary consequences for tardiness.

ECENC

Calvary Christian School participates in South Carolina's Educational Credit for Exceptional Needs Children (ECENC) program. As a Support Level II school, CCS provides a traditional classroom environment with an Individual Student Plan for each eligible ECENC student. Through the ISP, accommodations for a variety of disabilities are offered. Please contact the school with details about your student and your specific questions.

There will be a \$1,000. Individual clerical classroom support fee for all rewarded participating students

Statement of Cooperation

***Blanks must be initialed and the bottom signed before a student may be officially enrolled at Calvary Christian School and Child Development Center. Both parents or guardians MUST sign all areas stating cooperation of all parties related to the education of the student or students. PLEASE NOTE: By signing or initialing you are agreeing to the contents of this Handbook and are hereby agreeing to abide by its rules and regulations.

1. I understand that no refunds will be made for registration fees or tuition once my child has been accepted. _____
2. I understand that tuition payments are due on the 1st of each month and late after the 5th of each month. I understand a late fee of \$25.00 will be applied to any late payments. _____
3. My child has permission to go on field trips or outings with his class. I give permission for the school to seek medical services for my child if injured on a field trip or during the course of a school day or school activity. I understand that Calvary Christian School, its teachers, staff, or administration will not be held liable in case of an accident. I understand that any accident claim I have will be solely between me and the insurance company. Calvary Christian School will not be responsible for any medical bills and cannot be sued or arbitrated against in this or any matter regarding injuries. _____
4. The teacher has full discretion in the classroom with my child. I understand the school's disciplinary program, and when necessary, includes parent administered corporal punishment. _____
5. The school reserves the right to dismiss any student who does not respect its spiritual standards, practice proper conduct and behavior, cooperate in the educational process, and who parents fail to support and cooperate in the administration of school policies and discipline. _____
6. I have read my copy of the Parent/Student handbook. I have shared all of its content with my student and agree without reservation to abide by the principles and standards therein. _____

Signature of Father/ Guardian

Signature of Mother/ Guardian

Date _____