

# FRIENDSHIP CHRISTIAN SCHOOL PARENT – STUDENT HANDBOOK

## OPENING STATEMENTS:

- Friendship Christian School is a direct ministry of Friendship Baptist Church.
- We welcome you and your family to Friendship Christian School. We pray that we can help you to train up your child in the areas of Spiritual, physical and social needs.
- We recognize that keeping the standards and rules in this handbook does not necessarily indicate one's spiritual condition; however, how one reacts to these standards may say much about one's spiritual maturity.
- The administration of FCS retains the right to make changes, amendments, and corrections to the rules and policies of the school at any time, as they see fit, with or without prior notice.
- As a private institution, FCS reserves the privilege of setting and maintaining its own standards of student appearance, conduct, and scholarship. The school maintains the right to suspend or expel any student who violates, on or off campus, the standards set down in the Parent & Student Handbook as defined by the administration.
- **Friendship Christian School does not discriminate on the basis of race, color, nationality or ethnic origin.**

## STATEMENT OF FAITH:

- We believe in the verbal inspiration and authority of the Scriptures. We believe that the Bible reveals God, the fall of man, the way of salvation, and God's plan and purpose in the ages.
- We believe in God the Father, God the Son, and God the Holy Spirit.
- We believe that salvation is "by grace" plus nothing and minus nothing. The conditions of salvation are repentance and faith.
- We believe in the Deity, virgin birth, and bodily resurrection of Jesus Christ.
- We believe that men are justified by faith alone and are accounted righteous before God only through the merit of our Lord and Savior Jesus Christ.
- We believe in the visible, personal, and pre-millennial return of Jesus Christ.
- We believe in the everlasting conscious blessedness of the saved and the everlasting conscious punishment of the lost.

## DOCTRINAL STATEMENT:

- We believe that the Scriptures of the Old and New Testament [only] were inspired of God, that the original writings were inerrant, and that they are of supreme and final authority. [II Peter 1:21; II Timothy 3:16-17]
- We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit. [Genesis 1:1; John 10:30; Matthew 28:19; Acts 5:3-4]
- We believe that Jesus Christ was begotten in the flesh by the Holy Spirit, was born of the Virgin Mary. He is eternal. He is God and has no beginning, and is true God and true man. [Isaiah 7:14; Matthew 1:18-25; Colossians 2:9; John 1:14; Galatians 4:4-5; I Timothy 3:16]
- We believe that the Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment; and, that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption. [John 16:8-11; Romans 8:9; I Corinthians 12:12-14; II Corinthians 3:6; Ephesians 1:13-14]
- We believe that man was created in the image of God, that he sinned and thereby incurred not only physical death but also spiritual death which is separation from God, and that all human beings are born with a sinful nature and are now sinners by birth and by choice, positively inclined to evil, and are therefore under just condemnation to eternal ruin without defense or excuse. [Genesis 2:17; Romans 5:12-21; Psalms 51:5; I Corinthians 2:14; Romans 1:20; Genesis 1:26-27]
- We believe that the Lord Jesus Christ died for our sins according to the Scriptures as a representative and substitutionary sacrifice and that all who believe in Him are justified on the ground of His shed blood. [I Corinthians 15:1-4; II Corinthians 5:21; I Peter 2:24; Romans 5:9; I Peter 1:18-19]

- We believe in the bodily resurrection of the body of our Lord, His bodily ascension into Heaven and His bodily presence there for us as High Priest and Advocate. [I Corinthians 15:1-4 & 20-25; Acts 1:9-11; Hebrews 7:25; I John 2:1-2]
- We believe in the “blessed hope” – the personal, bodily, pre-tribulation, pre-millennial, and imminent return of our Lord and Savior Jesus Christ. [II Thessalonians 2; John 14:1-3; Matthew 24:44; I Thessalonians 4:14-18; I Corinthians 15:51-58]
- We believe that all who receives by faith the Lord Jesus Christ are born again by the Word through the ministry of the Holy Spirit and are thereby children of God and are eternally saved. [John 3:3; Galatians 3:24-26; I John 5:13; Romans 8:35-39; John 10:27-29; Hebrews 6:3-6; I Peter 1:23; Romans 10:17]
- We believe that Satan is literal and personal, the agent of the fall, the prince and power of this world, and that he shall be judged and eternally punished. [Revelation 20:1-10; Ephesians 2:1-4; Job 1:9-12; Genesis 3:13-14]
- We believe in the bodily resurrection of the dead, both of the just and the unjust, the eternal conscious punishment of the lost, and the eternal joy of the saved. [Revelation 20:1-10; I Thessalonians 4:16-18; I Corinthians 15:51-54] NOTE: There are two judgments. [Daniel 12:2; John 5:28]
- We believe that immersion is the only form of baptism revealed and commanded in the Scriptures; that it has “NO” saving power, but it is only for those who are already saved; and that the new birth, which comes through repentance and faith in the Lord Jesus Christ, is the scriptural prerequisite to baptism. Therefore, only those who are old enough to believe for themselves should be baptized. [Acts 2:38; Romans 6:3-5; Ephesians 4:5; Matthew 3:13-16; I Peter 3:21]
- We believe that the Lord’s Supper is a memorial of the death of Christ and that only those who have been saved through faith in His atoning blood and are walking in obedient fellowship with Him ought to partake of it. [I Corinthians 11:23-32; Matthew 26:26-28]
- We believe that a New Testament Church is a body of baptized believers, assembled for worship, service, and the spread of the Gospel in all the world. [Acts 2; Acts 1:8; Matthew 28:19-20; Matthew 16:15-18]
- We believe that all the saved are called into a life of separation from all worldly and sinful practices. [Romans 12:1-2; James 4:4; I John 2:15-17]
- We believe that the only legitimate marriage is the joining of one man and one woman; that God has commanded no intimate sexual activity be engaged in outside of marriage; and, that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God’s gift of sexuality. [Genesis 2:24; Romans 7:2; I Corinthians 7:10; Ephesians 5:22-23; Genesis 19:5, 13; Leviticus 18:1-30, I Corinthians 5:1, 6, 9; I Thessalonians 4:1-8; Hebrews 13:4]
- We believe that God has ordained the family as the foundational institution of human society. The husband is to love his wife as Christ loves the church. The wife is to submit herself to the scriptural leadership of the husband as the church submits to the leadership of Christ. Children are a heritage from the Lord. Parents are responsible for teaching their children spiritual and moral values and leading them, through consistent lifestyle example and appropriate discipline, including scriptural corporal correction. [Genesis 1:26-28; Exodus 20:12; Deuteronomy 6:4-9; Psalm 127:3-5; Proverbs 19:18 & 22:15 & 23:13-14; Mark 10:6-12; I Corinthians 7:1-16; Ephesians 5:21-33 & 6:1-4; Colossians 3:18-21; Hebrews 13:4; I Peter 3:1-7]
- We believe the charismatic movement is unscriptural. Feelings are deceiving. God’s Word is complete and that is necessary for total Christian living. (I Cor. 13:10)

FRIENDSHIP CHRISTIAN SCHOOL USES THE KING JAMES VERSION (KJV) BIBLE FOR ALL ACTIVITIES.

**MISSION:**

Working together with the home in training God's child

**VISION:**

FCS exists to reach our youth with the gospel of Jesus Christ, to provide a spiritual and academic complement to the work of the Christian home, to assist the fundamental local church in the lives of saved young people, and to encourage young people toward fruitful service for the Lord Jesus Christ. We are accomplishing this by viewing the parents and the church as an integral part of that education; employing a godly, separated, dedicated, and qualified staff; using a Christ-centered curriculum, and utilizing all possible resources that will advance and enhance the educational experience.

**PHILOSOPHY OF CHRISTIAN EDUCATION:****▪ PHILOSOPHY OF THE CHRISTIAN HOME:**

The Christian Home is one in which the knowledge of the scriptures and application of biblical principles are a priority. A commitment to Christ and to spiritual growth is evidenced by personal Bible study and prayer and by faithful participation in a local church. Parents endeavor to apply biblical principles in the rearing of their children. All children belong to God and are put under the authority of their parents. It is then the parents' responsibility to educate that child (Deut. 11:18-19; Eph. 6:4, Ps. 78:1-8, Ps. 127:3-5, Prov. 19:27). The parent will be the one judged for the child's education not the school, government, or church. Because of this fact, it is vital that the home be where the education begins. The home needs to be Christian in its manner of attitude, conduct, and worship. It is the parents' decisions to have the church or school take over some of the teaching process and to work hand in hand in developing the child. The school also should be in line with the Christian home.

**▪ PHILOSOPHY OF THE CHURCH:**

Friendship Baptist Church is an independent, fundamental church that has the mission of "Declaring the Whole Counsel of God." We recognize the scriptures of the Old and New Testaments as the only infallible and inerrant Word of God. We believe there are other local, evangelical churches in our area that produce Godly families. These churches demonstrate this commitment by placing a priority on the preaching and teaching of the Bible. The education should also be consistent with the church. The church will aid in the teaching process through Sunday schools and other ministries (Acts 2:41-42). We desire to come along beside families to educate the students in a Christian manner. Since a biblical commitment to Christ is always accompanied by a commitment to His church, it is expected that every FCS family will faithfully attend a church that will meet its spiritual needs. Students are expected to participate in children's and youth activities.

**▪ PHILOSOPHY OF THE SCHOOL:**

Christian education begins with the premise that all truth is God's truth. God has revealed the truth about Himself in the scriptures. We discover truth about His creation as we diligently study the natural world and the intangible truths within creation. A high quality, rigorous curriculum is provided with a sense of high expectations, in order to encourage the students to develop their God-given gifts to the fullest. The curriculum is supplemented with many extra-curricular activities such as fine arts, choir, band, drama, computer, athletics, etc. All three of these institutions (home, church and school) should be consistent in their philosophy and what they teach. Deuteronomy 6:5-7 makes it clear that the truths of God should not only be taught at home but also wherever the child goes.

**▪ PHILOSOPHY OF THE SAVIOUR:**

We must see that creation served the purpose of glorifying God (I Cor. 10:31, Col. 3:17). It is to be recognized that God not only created, but also continues to sustain His creation (Col. 1:17). Man, who was created in the image of God (each one as a unique individual), was His special creation (Gen. 1:27). His creation though has been marred by man choosing to sin (Rom. 3:23). It

is this sin that now makes us an enemy of God (Ps. 51:4, Ro. 8:7). This sin nature is passed on to all men and each man is born with it (Ps. 51:5, Ro. 5:12).

It is only through this Saviour that a right relationship with God can be restored (Ro. 8:1, Ro. 5:1-11). It must then be concluded that the need of redemption is the greatest need of man (Jer. 17:9, Prov. 14:12). This redemption only comes through the acceptance of Christ's sacrifice on the cross (Jn. 14:6). It is through the work of the Holy Spirit that this conviction is expressed (Jn. 16:8-11). Man must realize that without a Saviour, eternity will be spent in hell (Eph. 2:1-3, Rev. 20:11-15).

When our students place their faith in Christ as their personal Saviour, it conveys their understanding that a relationship with God is established by God's grace through personal faith in the work of Christ on the cross. The gospel shapes our relationship with God and with our fellow man. It is at this point that each one can build and live a successful Christian life.

▪ **PHILOSOPHY OF THE FACULTY:**

It is only through the teaching of born-again Christians that spiritual morals can be taught. If the greatest need of man is redemption, then redeemed people need to be teaching it. An unredeemed person obviously does not see the need of a Savior. According to Matthew 28, it is the Christian teacher who is given all authority to teach the Truths of the Word. It is key that this teaching be consistent with the Word of God. In order for this to occur, the work of the Holy Spirit must be acknowledged. A teacher must be in communion with Christ in order to relay the Truths to the students. It is a fact that is inescapable; the world view of the teacher, in so far as he is effective, gradually conditions the world view of the pupil. It is vital that a teacher have a Christian worldview. The gift of teaching requires the teacher to tell others about the Bible and then to live the contents of the Bible in his/her life for others to see. Because of these facts, we only employ born again teachers with the same philosophy as Friendship Baptist Church.

▪ **PHILOSOPHY OF THE CURRICULUM:**

The goals of curriculum will be put into four categories: Word-centered, Bible-integrated, pupil-related and socially-applied.

- Word-centered - The foundation of curriculum must be the Word of God. The Written Word (Bible) and the Living Word (Jesus Christ) must be brought together in order to lead students to develop Christian maturity. By knowing that all truth is God's truth, we have the authority to speak the truth in all classes.
- Bible-integrated - We must apply Biblical principles to every area of the curriculum. In order to develop the whole student, we must make the Bible relate to every area of one's life.
- Pupil-related - The goal has to be that a student will develop to one's fullest potential in one's walk with Christ. This goal is based on the following facts. 1) Each student is a specially, created individual uniquely made in God's image and needs to be taught as such. 2) We must provide nurturing for each child to become all that God intended for that child. 3) Each student develops at a different level and we need to reach each one's needs at his/her level. 4) Our methods need to reflect these unique learning processes and have a variety that will reach each student.
- Socially-applied - Our curriculum needs to look at world, national, and community needs and problems and be able to make them relevant to the students.

**SPIRITUAL AND EDUCATIONAL OBJECTIVES:**

- To teach so that each student will come to a saving knowledge of Jesus Christ
- To teach so that each student will make a personal commitment to Jesus Christ in his walk of Bible reading, prayer, church attendance, witness, and active Christian service
- To teach so that each student will understand the Bible is the infallible Word of God; the Bible is a practical guide to life and living; and the Bible is the basis of all morals, values, and standards of a Christian's life.

- To teach so that each student will have an understanding that Jesus Christ is central in all areas of life and to follow His example of servant hood
- To teach so that each child learns to stand alone, if necessary, to protect their Christian convictions
- To teach so that each student will apply the principles of faith, and purpose to yield himself to God in submission and obedience to His will as revealed in the Bible on a daily basis
- To teach so that each student will understand it is not in his natural energy but through new life in Christ that he can accomplish his learning
- To teach so that each student will have a thorough instruction in the arts and sciences that he might develop to the glory of God, spiritually, socially, mentally and physically
- To teach so that each student will develop a keen understanding of the fundamentals of God's creation, including all of the academic studies
- To teach so that each student will work effectively with perseverance to reach his full potential
- To teach so that each student will develop within himself an understanding of how to think and to apply oneself
- To teach so that each student will develop in himself the proper attitudes, ideals, habits, knowledge and skills which are necessary preparations for life
- To teach so that each student will have the kind of experiences that will make him a credit to Christ, his church, his community, his nation and himself
- To teach so that each student will develop within himself self-respect, an effective attitude of self-discipline and responsibility
- To teach so that each student will develop proper relational skills with his teachers, classmates, and family

#### **ACCREDITATION, QUALIFICATIONS AND MEMBERSHIPS:**

We hold membership in the American Association of Christian Schools, the North Carolina Christian School Association and the National Honor Society. Teachers are certified through the North Carolina Christian School Association. Many of our teachers hold licensure with the State of North Carolina. Friendship Christian School meets the standards set forth by the Fire, Health and Safety Departments of the State of North Carolina.

**Friendship Christian School (FCS) has been fully accredited by the North Carolina Christian School Association (NCCSA).** The accreditation provides a benchmark for Christian schools which measures standards, performance, integrity, and quality. Schools engage in a voluntary process of self-evaluation against accepted best practices and educational standards. This evaluative process involved the visit of an accreditation team of Christian education professionals who scrutinized the following areas: philosophy and administration, personnel, curriculum and pedagogy, assessment, fiscal management, facility and safety, and special services. The accreditation process is designed to assist schools in achieving a standard of excellence and provides the framework for the on-going School Improvement Program (SIP) of the school.

The NCCSA accreditation program has been formally recognized by the North Carolina Division of Non-Public Education. The NCCSA accreditation program is also approved by the National Council for Private School Accreditation (NCPSA) through a co-accreditation agreement with the North American Christian School Accrediting Agency (NACSAA). As part of the onsite team visit, a representative of the NACSAA participated in the peer review and report writing process. As a member of the National Council for Private School Accreditation, NACSAA partners with the Middle States Association Commission on Elementary and Secondary Schools (MSA-CESS) to provide co-accreditation to NCCSA and NACSAA member schools desiring to pursue regional accreditation.

## ELEMENTARY SECTION (K5-5<sup>th</sup> grades)

### ATTENDANCE:

- If an elementary student is absent more than twenty days during the year, his promotion to the next grade is jeopardized. Absences in excess of 10 per semester may result in extra outside of normal school day tutoring (\$15/ hr fee) or summer school (fee).
- When a prolonged illness is documented by a physician, the administration will make the final decision as to whether or not a student will pass or fail. Still, in order to be promoted or to receive credit, the student may need to attend one or two sessions of summer school.

### TARDINESS:

- Excessive tardies will place the student's promotion in jeopardy. Five tardies per quarter translates to a missed school day for promotion purposes.
- In K-5th grade, tardy to school will result in the parents receiving a note after 5 tardies from the teacher and after 8 tardies from the supervisor in each quarter. If tardiness continues, it may affect the student's enrollment. Tardies to school in the elementary disrupt and distract the children as teachers try to begin the day.

### CLASS PROGRAMS:

During the school year, different grades prepare programs to demonstrate various skills that have been achieved during the school year. Parents, friends, and relatives will find it well worth their time to attend. These programs usually are scheduled on a weekday evening at 6:30 or 7:00 P.M. All students are required to be in attendance at their grade program unless excused by the administration.

### DISCIPLINE:

The Biblical Visual Discipline Plan has been used by Christian schools throughout our country to help develop a consistent plan of classroom control. Although not a perfect system, the system uses Biblical principles to bring about proper behavior. The system is based upon the three "R s" – reward, reminder, and remorse.

- Reward - Certainly we are taught in God's Word that good behavior and right living will be rewarded. This system helps to teach the student the same about his classroom behavior.
- Reminder - All of us make mistakes and especially children have a tendency to forget. The reminder tally is used to train students in good behavior. Whenever a violation of the rules occurs, students are given a reminder tally to place in their folder.
- Remorse - Whenever students have been reminded of poor behavior too many times, further action must be taken. This is why tally limits have been set and students who exceed these limits must be dealt with. This system, although not without fault, does provide a way in which Christian schools can teach self-discipline to the students. We trust that as you study and learn about this plan that it will help you to understand that the plan provides us with an effective way of controlling students. We also hope that it will bring about a uniform code of discipline throughout the elementary section to avoid any inconsistency with regard to the students. As is indicated in the title of the plan, this is a visual plan. With students in grades Kindergarten through 5<sup>th</sup>, it is found very effective to use some visual manner of displaying the tally system. As with anything else, this system is not a "cure-all" to our discipline problems. You must give it a fair chance and try to support the system.

How I Act Discipline Code – (Kindergarten through 5<sup>th</sup> grade)

- Hullabaloo (Yellow)
  - Consists of noise, which is disturbing and/or distracting to the class. Example: tapping of pencil, unnecessary rattling of papers, burping, yawning, screaming, loud talking, etc.

- Out of Order (Orange)
  - Anything that the other rules do not include. Example: getting out of line, throwing things, passing notes, littering, eating at undesignated times and places, out of seat without permission, working on unrelated materials. Any unapproved electronic device will also be confiscated and only handed over to the parents.
- Work Not In (Green)
  - Homework or class assignment not in on stated date and time, being unprepared (books, paper, pencil, gym clothes, etc.)
- Intentional Disobedience (Red)
  - Open defiance or absolute refusal to obey a rule or direct command. It also applies to any happening of a serious nature such as cheating, lying, fighting, etc. Students will be dealt with immediately and appropriately.
- Attitude Lacking (Light Blue)
  - Facial expression which shows defiance, sneering, a haughty spirit, an uncooperative attitude, student slamming doors, worldly conversation, insolence, negativism, sarcasm, and similar expressions which do not express Christian love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control.
- Courtesy Lacking (Dark Blue)
  - Actions affecting staff, teachers, and peers; i.e. student passing between two people and not excusing himself, rudeness, inconsiderate behavior, lack of manners and similar expressions which do not express Christian love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control.
- Talking (Pink)
  - Any talking without permission from the time the bell rings in the morning. Talking will be permitted only after the teacher or other person in charge recognizes a raised hand. At times, blanket permission may be granted by the teacher for students to talk. This might occur during a class that requires much communication and movement such as art and math drills by student partners.
- Late (Brown)
  - School begins at 8:00 a.m. If a student arrives to school after the 8:00 bell has rung, he will be considered late. If he arrives to school after 12:00 p.m. he will be marked absent.
- Specials (Black)
  - Any tally given by a special elective teacher other than the homeroom teacher.

### **The tally system**

#### **Tallies**

- Mature behavior is expected of all students. This is not always easy for some students. We want to help them. We will give the student a tally – a reminder to help him realize when his conduct is not what it should be. We trust that when the right way is shown to him, he will want to change accordingly. Tallies themselves are not punishment, but may lead to punishment if disregarded. Tallies are recorded on a VISUAL DISCIPLINE CHART.

#### **How Can A Student Disagree?**

- If he feels that a tally was given unfairly, he should not argue or let his unhappiness show in any way. He should talk privately at a convenient time to the person who gave him the tally. If that person agrees with him, the tally may be withdrawn. If that person does not agree, the tally

should be accepted graciously. Students should NEVER argue with a teacher and are expected to exhibit courtesy and respect at all times.

The Intentional Disobedience Tally = 1 demerit

- These tallies are more than a reminder to the student. Worth 6 tallies each, these may warrant a trip to the Elementary Supervisor who will deal with the student appropriately.

How Many Tallies Are Too Many?

- Six tallies in one day or ten tallies in one week are too many. The matter is very serious and the supervisor may see the student for disciplinary reasons. The day for tally count is from morning through afternoon. The week for tally count is from Friday morning through Thursday afternoon.

Excessive Tallies – Enforcing Discipline

- 10 Tallies Per Week = 1 Demerit
- 6 Tallies In One Day = 1 Demerit
- 5 demerits in one semester = 1 day suspension
- 6 demerits in one semester = 2 days suspension
- 7 demerits in one semester = possible expulsion
- 10 demerits in one year = student may not be permitted to return the following school year.

Letter to Parents

- For each demerit up to and including 3 (three), the teacher will send a letter to the parents notifying them of the need for improvement and requesting their help at home.
- When a student receives their 4<sup>th</sup> demerit, they will be sent to the office. The office will then discipline accordingly. These students are automatically put on disciplinary probation.
- All new Kindergarten and Elementary students who receive 4 demerits in the first quarter may be expelled.

#### **DISCIPLINARY PROBATION:**

- A student who receives N's in classes or 1's and 2's on their citizenship grade marks for two or more nine weeks in a school year will be on disciplinary probation for the following year. Students whose behavior warrants an in-school suspension may be placed on probation for the following school year. Dismissal may result if the child does not demonstrate a changed heart.
- A student may be placed on disciplinary probation during a school year as deemed necessary by the administration based on low citizenship marks or an accumulation of tallies.
- The supervisor, teacher, parent and student will meet and set up a discipline plan. Failure to abide by this plan will cause the child to be expelled.

#### **DRESS CODE:**

- Consequences applying specifically to dress code violations for Kindergarten – Fifth grade:
  - Students with a minor violation of the dress code will be permitted to attend class – a note will be sent home to explain the violation. A repeat of the same dress code violation will be treated as a major violation.
  - Students with a major violation of the dress code will not be permitted to attend class until the violation is corrected.
  - Absences due to dress code violations will be recorded as unexcused absences.
  - Although a student in violation may have inadvertently been allowed to attend most of the day before a violation was noticed, he/she can still be referred for a dress code violation later in the day.
  - If the violation cannot be corrected, FCS will contact a parent to bring a change of clothes or the student may be sent home.
- All Students (Kindergarten – Fifth grade):
  - Appropriate name brand logo or FCS wear are the only acceptable writing and printing on clothing. The Manufactured name brand logo should be no larger than around a quarter

size and be in harmony with the school's standards. This standard will be applied to sweatshirts or fleeces or jackets worn throughout the day in the class rooms.

- Appropriate graphics that do not conflict with Biblical principles will be allowed in the elementary school.
  - Tattoos are not acceptable, whether permanent or temporary. This policy includes drawing on oneself.
  - Body piercing is not permitted on or off campus (except for girls' ears).
  - Hats may not be worn in the academic buildings.
  - Clothes should not be form-fitting or clingy.
  - Clothing should be in good condition with no holes, patches, tears, frayed strings or faded color.
  - T-shirts worn underneath dress shirts or blouses may not have writing or pictures that can be seen through the top shirt or blouse.
  - Students must arrive, remain, and leave school in approved attire. A student must meet the appropriate school dress code at all times on campus and for attendance at any school function on or off campus.
  - For field trips, outings, and athletic events, neatness and modesty are to be maintained, since FCS represents God to the world. The teacher in charge will announce appropriate apparel.
- Female Students (Kindergarten – Fifth grades)
    - Young ladies may wear **dresses or skirts** during the school day. The hemline, slit, or bottom button of the dress or skirt may be no higher than the middle of the knee (the crease line in the back of the knee). Slits should be sewn (not pinned). The fit of the skirt must allow the student to sit modestly. Skirts should still cover the top of the knees when sitting. Any wrap around skirt needs to be secured and should not be revealing in nature. **The rule is that one should be able to pinch an inch of loose material on all sides of the skirt.**
    - Young ladies are not to wear any skirt that is considered “low rise” in nature. All skirts should be worn at the natural hip line.
    - **Skorts** are allowed. They need to follow the same length requirements as the skirts and dresses.
    - Girls may wear **uniform pants or capris** purchased from THE SCHOOL APPROVED UNIFORM VENDOR. They must be the exact style that FCS has picked out. They must be purchased from this company. Pants must be clean, fit properly, and in good condition. They should be worn at the natural hip line. They should be loose-fitting, not tight or clingy. Please follow the guideline that one should be able to pinch an inch of loose material on all sides of the pants. If you purchase them too small, your child will not be allowed to wear them.
    - **Dress shorts and Capris** are allowed to be worn until October 31st and again after March 15th. Girls may wear uniform shorts purchased from THE SCHOOL APPROVED UNIFORM VENDOR. They must be the exact style that FCS has picked out. They must be purchased from this company. Shorts must be clean, fit properly, and in good condition. They should be worn at the natural hip line. They should be loose-fitting, not tight or clingy. Shorts should cover the top of the knees when sitting. Please follow the guideline that one should be able to pinch an inch of loose material on all sides of the shorts. If you purchase them too small, your child will not be allowed to wear them.
    - **Blouses and shirts** must be loose fitting, not clingy. **The rule is that one should be able to pinch an inch of loose material on all sides of the shirt or blouse.** No skin should be showing between the neckline and the hem line. No skin should show around the navel when the young lady raises her arms above the head.
    - All blouses and dresses must be at least 3” wide on the shoulders. At no time, including when arms are raised, may the shirt be revealing in nature. No tank tops are permitted. **The preference is that all shirts and blouses have collars.** Polo shirts with the school logo can be purchased from the school approved uniform company.

- Dress t-shirts without writing are permitted. **The preference is that all shirts and blouses have collars.** Polo shirts with the school logo can be purchased from the school approved uniform company.
  - Turtlenecks are allowed.
  - Necklines should not be too low (maximum is 3" below the collarbone). The neckline may in no way reveal the young lady's cleavage. The back of the blouse or dress should go no lower than the front of the blouse or dress.
  - Proper undergarments must be worn at all times. Clothing that resembles undergarments (including lingerie tops) may not be visible or worn as outerwear. At no time may a young lady wear clothing, whether tucked in or not, that reveals her undergarments or undergarment lines. The young ladies should wear slips under their clothes, when necessary. Because of the nature of recess and gym class, a pair of shorts or leggings may need to be worn underneath the skirt or dress. The shorts should not be longer than the skirt. If leggings are worn, the skirt or dress must still meet the knee length requirement.
  - Shoes are to be worn at all times. Girls are to wear safe and appropriate footwear. This standard means no flip flops, slides or high heels are allowed in the elementary. The shoes must have backs to them.
  - Tennis shoes **MUST** be worn on gym days. Students will be sat out of gym class if they have on improper shoes. PE uniform requirements are sent home at the beginning of the year.
  - Young ladies attending athletic events may wear casual pants, athletic pants, jeans or shorts-whether at home or away games- as long as the clothing meets the school standard. Shorts are to be to the top of the knee. Pants or jeans must be long, traditional cut pants that are clean, fit properly, and are in good condition. The pants, jeans or shorts may not be "low rise" in nature. They should be worn at the natural hip line. They should be loose-fitting, not tight or clingy. The pants may not be stretch (lycra or spandex), velour lounge pants, pajama-type pants, or leggings.
  - Jewelry and make-up should be modest and in good taste, no excessive styles are permitted.
  - Hair color should be of a natural hair color. Hairstyles should be conservative in nature. This standard means no excessive spiking of hair, carving of letters or symbols, shaving of head or lines in the hair. Any color or style that cannot be corrected will cause the student to be dismissed.
- **Male Students (Kindergarten – Fifth grades)**
    - Collared shirts or turtlenecks must be worn at all times during the school day. The collared shirt is to be a traditional polo, Oxford shirt, or dress shirt. Shirts must be properly buttoned with only the top button unbuttoned. The shirt is also to be tucked into pants. Polo shirts with the school logo can be purchased from the school approved uniform company.
    - Young men must wear khakis or Docker-like slacks during school hours. Camouflaged pants and blue jeans are not permissible. Pin-stripe and plaid pants are allowed. No wind pants or sweats are allowed.
    - Pants must be long, traditional cut pants that fit properly (not oversized), are clean, and are in good condition. Pants must be worn at or near the waistline.
    - Dress shorts are allowed to be worn until **October 31<sup>st</sup>** and again after **March 15<sup>th</sup>**. Shorts must come to the top of the knee. The shorts should be dress shorts with a button and zipper. Younger boys may still have an elastic waistband, but need to still have a dress appearance. Athletic shorts and jean shorts are not allowed.
    - Hair must be combed neatly and cut regularly. The hair should not be over the eyebrows, tops of the ears, or shirt collar in the back. The hair should not become curled at the ends because of excessive growth. Hair color should be of a natural hair color. Hairstyles should be conservative in nature. This standard means no excessive spiking of hair, excessive bushiness, carving of letters or symbols, shaving of head or lines in the hair. Any color or style that cannot be corrected will cause the student to be dismissed.

- Sideburns may not be below the bottom of the ear.
- Young men may not wear earrings or similar adornment (necklaces). A single ring or bracelet is acceptable.
- Young men may wear athletic shoes or dress shoes. They may not wear sandals, flip flops or slides.
- Tennis shoes MUST be worn on gym days. Students will be sat out of gym class if they have on improper shoes. PE uniform requirements are sent home at the beginning of the year.
- Young men attending athletic events may wear casual pants, athletic pants, jeans or shorts-whether at home or away games- as long as the clothing meets the school standard. Shorts are to be to the top of the knee. Pants or jeans must be long, traditional cut pants that are clean, fit properly, and are in good condition. The pants, jeans or shorts must be worn at or near the waist. They should be loose-fitting, not tight or clingy. The pants may not be stretch (lycra or spandex), velour lounge pants, pajama-type pants or leggings.

#### **DRESS UP THEME DAYS:**

- Elementary classes will have various dress up theme days. These days will be announced in advance. Students will be encouraged to participate in these fun theme days.

#### **GRADING:**

- Elective classes are graded according to the teacher's stated criteria using Outstanding, Satisfactory, Unsatisfactory, and Needs Improvement as the grades.
- The majority of all core classes are graded according to the following format:
- $(\# \text{ of tests} \times 60\%) + (\# \text{ of quizzes} \times 40\%) = \text{Quarter grade}$   
\*Teachers enter homework and projects in different ways
- $(1^{\text{st}} \text{ Q} \times 50\%) + (2^{\text{nd}} \text{ Q} \times 50\%) = \text{First semester}$
- $(3^{\text{rd}} \text{ Q} \times 50\%) + (4^{\text{th}} \text{ Q} \times 50\%) = \text{Second semester}$
- $(\text{First Semester} \times 50\%) + (\text{Second semester} \times 50\%) = \text{Final Grade}$

#### **KINDERGARTEN GRADUATION:**

At the close of each school year, we have a very special school program. At this program, our K5 children display their academic skills, musical talents, and selections they have memorized. At the close of this assembly, our kindergarten classes will receive their diploma.

#### **PICK-UP PERMISSION SLIPS:**

- You are to provide names of every person who has permission to pick up your child from our school. If someone comes for your child whose name is NOT on that list, they will not be allowed to get your child. Also, if someone comes to get your child and we do not know them (even if their name is on the list), we will ask to see picture I.D. If that person does not have it, your child will not be allowed to leave with them.
- If you are sending someone to get your child whose name is NOT on the list, please call the school or send a note ahead of time to avoid any confusion. Instruct that person to bring a picture I.D.
- \*\*\*VERY IMPORTANT!! If there is a custody issue concerning your child, we need copies of the court documents showing the custody agreement. If the custody agreement changes, we need to be notified. If a parent has the legal right to pick up their child from school, we cannot refuse permission simply because you did not include their name on the Pick-up Permission slip.

#### **PROMOTION:**

A child must show consistent achievement and performance in his main academic courses (Math, Language, Reading, etc.) to be promoted to the next grade. Students performing below average or failing their main academic courses should have summer tutoring or attend summer school to determine placement for the fall.

**PROMOTION GUIDELINES:**

Students must pass all major academic subjects before being promoted to the next grade level. Major subjects include English, math, science, literature, and social studies. No more than 2 subjects that are failed may be made up in summer school. If a student makes more than 2 F's or 3 D's in major subjects for the yearly average, the student is required to repeat the grade.

**STUDENT RECOGNITION:**

Periodically, students will receive recognition for demonstrating spiritual growth as evidenced in personal behavior and attitude. These students are recognized in chapel and rewarded by the supervisor.

- Weekly awards – Students are awarded weekly in chapel with the Following in Christ's Steps (FCS) Award.
- Yearly awards
  - During the school's awards assembly on the last day of school, students are recognized for their outstanding academic accomplishments. Students who have maintained all A's in all subjects for the final year average receive an "A" Honor Roll" certificate. Students who have maintained A's and B's in all subjects for the final year average receive an "A/B Honor Roll" certificate. Students who have maintained all B's in all subjects for the final year average a "B Honor Roll" certificate. Students can receive no "N's or U's" for elective classes.
  - Perfect Attendance Certificates are given.
  - Citizenship awards are given out for students that have displayed excellent Christian character throughout the year and received only "4's" and "5's".
  - Awards are given to one boy and one girl in each class for Most Improved Student, Most Outstanding Student and Christian Testimony.

**SUMMER SCHOOL:**

- If a student has a "D" average in a main subject, it will be recommended that he/she attend summer school.
- Any student who has an "F" yearly average in math, phonics, reading or language will be required to attend summer school. A student required to attend summer school must successfully complete the course in order to be promoted to the following grade.
- Elementary school students may be required to repeat the grade if they fail 3 or more major subjects (Bible, English, Math, etc...) instead of taking summer school.
- The summer school program is for remediation only; students will not be permitted to use summer school to get ahead in courses.
- Students, in order to pass, need to attend FCS Summer School (if offered) unless given special permission by the administration.
- Private tutoring may be accepted with prior approval from the administration. The minimum number of hours that is acceptable will be 30 hours of private tutoring per session.
- Students will be required to purchase all books and materials prescribed by the school. All summer school fees are due on or before the day the first session begins.
- No student may earn a summer school grade higher than "80." If a student attends another school's summer sessions or tutoring, the grade he receives will be averaged together with the grade earned at FCS during the year with no student earning higher than "80."
- Determination for summer school will be made at the end of the 3rd nine weeks grading period, if possible. Teachers will contact parents concerning summer school.