

# 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.

## MIDDLE SCHOOL SECTION (6<sup>th</sup> – 8<sup>th</sup> grades)

### ACADEMIC ACHIEVEMENT:

- Acknowledgment of academic achievement within the school is made in the following ways:
- Honor Rolls (both academic and citizenship)
- Perfect Attendance
- End of Year Awards Assembly in which Subject Awards are given
- Sports Awards
- Fine Arts Awards

### ACCELERATED MATH PROGRAM:

- This program will enable students to receive the ultimate preparation in math while enrolled in FCS. The math course sequence would be as follows:
  - 7th Grade      PreAlgebra
  - 8th Grade      Algebra I
  - 9th Grade      Honors Geometry
  - 10th Grade     Honors Algebra II
  - 11th Grade     Honors Precalculus
  - 12th Grade     AP Calculus
- The same minimum averages apply in the Accelerated Math program as in other "Honors" courses. The criteria used to enroll a student in the program as a 7th grader are:
  - Teacher recommendations
  - Overall GPA no less than 3.00
  - Grades in math during 5th and 6th grades of A or B
  - Above average Stanford Achievement Test scores
- Having a grade of an F, D, or C (without teacher recommendation to move forward) would cause the student to repeat the math class the following year and lose the honor track option.

### ATTENDANCE:

- It is important that a student be regular in attendance to gain the most from school. A student that misses 12 days in a single semester or 20 days during the entire school year in any class may jeopardize their promotion to the next grade. Whether the absences are excused or unexcused does not change the promotion ruling.
- Any student missing more than twelve periods per semester in any class for any reason may not receive credit for that class even if all his grades are passing. He/she may be required to attend and complete a summer remediation program (fee) or an extended day program to make up time and content missed (hour for hour), at the additional cost of \$15 per hour.
- Extracurricular: If a student is absent from school immediately prior to or following any school activity, that absence may be interpreted as unexcused. This applies specifically to any student who is absent in the morning following participation in any activity the previous night, or any student who is absent the afternoon (day) prior to an activity that evening. A student involved in athletics, fine arts or extracurricular activities may not participate in that activity (practice, game, or event) if he is absent the day of the activity. In order to be eligible to participate, a student must be in school 4 periods.

### TARDINESS AND SIGNING OUT EARLY:

- At beginning of the day:
  - Students are expected to be on time for school. Middle school students must check in or out at the main school office when tardy or leaving early and present a note to the school secretary.
  - All tardies and early dismissals are considered unexcused except for illness, medical appointments, family bereavement, and detainment by the office or another teacher, if during the school day.
  - Five unexcused tardies at the beginning of the school day per quarter are considered to be an unexcused absence and loss of perfect attendance for the year. Unexcused

absences due to unexcused tardies do not affect a student's grades, only their exam exemption and perfect attendance.

- Five tardies or early dismissals are considered excessive if occurring in one 9 week grading period.
- Penalties:
  - 6<sup>th</sup> - 8<sup>th</sup> tardies – detention for each tardy
  - 9<sup>th</sup> - 10<sup>th</sup> tardies – Saturday detention or two after school detentions for each one - \$20 charge – check made out to FCS
  - 11<sup>th</sup> tardy – meeting with administration to discuss student's future enrollment
- Tardy to class:
  - When the bell rings, students are expected to be in class. If a student needs to meet with another teacher or administrator, he must first let his teacher know where he will be and why he will be late.
  - After getting permission to be late for class, the student is then free to seek out the individual with whom he needs to meet. Following his meeting, he must get a note verifying his whereabouts and excusing him to class.
  - Every unexcused tardy is assigned the appropriate demerits. Five tardies per quarter to the same class counts as one day unexcused absence for that class towards exam exemption.
  - A tardy to class turns into an absence after 15 minutes into class.
- Signing out early:
  - If a student needs to be dismissed early, he must bring a note stating the reason and the time he needs to leave. This note should be given to the office first thing in the morning. It should then be shown to the teacher of the class he is leaving. He should then take the note to the office when checking out. If a student gets sick during school hours, he is to come to the office to have the staff call home or to get permission to use his cell phone.
  - A student must not leave without permission this would equate to skipping a class.

#### **CELL PHONES (and other electronic devices):**

- Students have the added convenience and safety of being able to carry and use a cell phone at school and school activities. However, FCS must restrict the usage of this type of phone on school property.
- Cell phones are strictly prohibited from being **on** in class.
- After school, phones may only be used outside the building to make a brief call to a parent or ride.
- Cell phone usage applies to the phone ringing, alarms going off, vibrating or text messaging.
- Rings or vibrates in class: after school detention for 1<sup>st</sup> and 2<sup>nd</sup> offense; Saturday detention for 3<sup>rd</sup> offense
- Unauthorized use of phone or any unapproved electronic device: After school detention for 1<sup>st</sup> offense and 2<sup>nd</sup> offense; Saturday detention for 3<sup>rd</sup> offense
- In all cases, the cell phone will be confiscated, messages possibly checked and only handed over to a parent or guardian.

#### **CLASS OFFICERS:**

- Class officers are voted on every year for the 6<sup>th</sup>-8<sup>th</sup> grades in September. The offices are President and Vice-President. The qualifications are:
  - Must have been enrolled at Friendship for an entire year
  - Could only have A's, B's, and C's on their prior year final report card
  - Could not have any 4's or 5's on their prior year's entire citizenship grade
  - Could not have received five or more detentions in the prior school year
  - Could not have been on discipline probation or suspended during the prior year
  - Must have a Youth Pastor or Pastor recommendation sheet filled out (yearly basis)
- The process is:
  - All eligible students are notified of ability to run

- All eligible students are given a reference form to be filled out by a given deadline date
- Class nominates
- Class votes
- If at any time during the year an officer falls into the ineligible category, they will be removed from their position.

**CLASS TIME REQUIREMENTS:**

The school day consists of 7 class periods. Classes meet for 18 weeks (2 quarters) or 36 weeks (4 quarters) depending on the course. Class time is 50 minutes per class.

**COURSE PLANNING GUIDE: (Any courses listed are tentative and therefore subject to change.)**

- Electives: (Not offered every year)
  - Physical education
  - Choir
  - Band
  - Computer
  - Art
  - Spanish

**USUAL SCHEDULE FOR STUDENTS:**

6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>
Bible 6	Bible 7	Bible 8
English 6	English 7	English 8
History	World Studies	American Republic
Science	Life Science	Earth Science
Math 6	Math 7/Pre-Algebra	Pre-Algebra/Algebra I
Various electives	PE/Computer/Spanish	PE/Computer/Spanish

\*\*\*Fine arts elective can be taken during any year

**DISCIPLINE POLICIES:**

**DEMERITS:**

- The teacher will email the offense to the appropriate principal. The principal then assigns the appropriate demerits and emails the family.
- Demerit accumulation penalties (per semester)
  - 10 demerits - after school detention
  - 15 demerits - after school detention
  - 20 demerits - after school detention
  - 25 demerits - after school detention
  - 30 demerits - Saturday detention – parents pay \$20.00 fee
  - 40 demerits – One day In- School suspension – parent meeting- suspended from extracurricular activities – parents pay \$40.00 supervision fee
  - 50 demerits – One day Out –of- School suspension – parent meeting
  - 55 or more Demerits – Administrative Discretion (probable expulsion) – parent meeting
- If a child receives less than 10 demerits in a quarter, the total demerits will start at 0 demerits for the new quarter.
- A child’s demerit total may be decreased if they maintain good behavior for a predetermined amount of time by the administrator or principal.
- Any student with 40 or more demerits in a semester will automatically be put on behavioral probation for the next semester. The terms of the behavioral probation will be discussed between the administration and the parents.

**Demerit Offenses:**

- One Demerit
  - Tardy to class

- Lack of class materials (HW, books, paper, pens, etc.)
- All school textbooks not suitably covered
- Hair violation (1,2,3 ...increases by offense)
- Shaving violation (1,2,3 ...increases by offense)
- Dress code violation (1,2,3 ...increases by offense)
- Chewing gum (\$5.00)
- Eating and drinking outside of lunchroom or designated areas without permission (\$5.00)
- Wearing cleats in the gym – (\$5.00)
- Littering
- Possession of magazines and books not approved by the administration
- Talking (1,2,3... increases by offense)
- Two Demerits
  - Destruction of a student's property + financial restitution
  - Misbehavior in chapel
  - Minor horseplay
  - Violating driving policy (minimum)
  - Disruptiveness in class, hall, or school grounds
  - Gripping
  - Rude, discourteous, or annoying behavior towards other students
  - Being anywhere without permission
  - Continual abuse of one demerit offenses
  - Most second semester offenses

#### **AFTER SCHOOL DETENTION: 2:55 PM - 3:55 PM**

- We realize that an after school detention may cause an inconvenience for parents as well as students. However, if we are to be successful in this area, we must have 100% parental support.
- Parental contact will be made.
- If a student does not show up to an after school detention, they will be charged \$5.00 and the student will automatically be given another detention in its place. They will be suspended from all extra-curricular activities until the next detention has been completed. Failure to serve the additional detentions will result in suspension and a parent conference. Subsequent skipping of detentions may result in suspension.
- Parents and students will be given a minimum of one day's notice when detention hall is assigned. This gives the parent/student time to arrange for transportation. Students will always serve detentions on the very next scheduled day for after school detentions (Monday, Tuesday, Thursday, or Friday).
- A student may opt to serve on the same day his detention notice is given to him, provided it is a regular after school detention day with other students serving and his parents have been notified.
- The administration will work with students who have a legitimate hardship that will hinder them from serving the detention. However, extracurricular activities, fine art events, athletic practices, athletic contests, etc., should not prevent a student from fulfilling his responsibility to serve his detention. In cases like these, after school detention may be rescheduled for extracurricular activities only once during a quarter by paying a \$5.00 fee and by special in-advance permission.
  - Detention limits and discipline:
    - Detentions one through five in a semester will be served after school from 2:55 to 3:55 p.m.
    - A Saturday detention may be assigned for a sixth detention in a semester.
    - A seventh detention in a semester will result in a one-day in-school suspension.
    - An additional detention may result in a two-day in-school suspension with a principal/parent conference required.
    - Further detentions may result in expulsion.

#### **After school detention offenses**

- Leaving class without permission
- Physical contact between boys and girls
- Disrespect to teacher
- Direct disobedience towards teacher

- Using radios, laser lights, CD's, cell phones, pagers, iPods, MP3 players, DVD players, video games, tape players, etc... at school or school-related functions without permission
- Horseplay, bullying, rough housing, or other forms of rowdy behavior
- Listening to, possession of or promotion of ungodly, unwholesome music on school grounds or school related trips
- Being involved in unsafe activities on school property
- Using inappropriate language
- Profanity, vulgarity
- Taking the Lord's name in vain
- Copying homework
- Repetition of two demerit offenses

**SATURDAY DETENTION: 2 hour time frame and a \$20.00 fee**

- We realize that a Saturday detention may cause an inconvenience for parents as well as students. However, if we are to be successful in this area, we must have 100% parental support.
- Parental contact will be made.
- Saturday detentions may be rescheduled by permission of the administration. It should be rescheduled within 2 Saturdays.
- Students who do not attend an assigned detention without the approval of the administration will be charged with a \$5.00 fine and will be ineligible for all extracurricular activities until the detention is served.
- Students should come dressed in work clothes.

**Saturday detention offenses**

- Cheating (+ zero on the work)
- Lying
- Skipping class or school
- Mutilation, destruction of property, or activity that may result in mutilation or destruction of property (The student may also be required to pay for damages.)
- Violation of computer/Internet policies
- Using harassing or defamatory language as in threatening, disrespectful, or discriminatory words
- Intentionally being in an unsupervised area; avoiding faculty/staff supervision
- Repetition of minor offenses

**SUSPENSION:**

- In-school suspensions are from 7:55-2:48. Students must pay a \$40 supervision fee for the day. The suspension will be served as soon as possible at the discretion of the administration.
- In-school suspension students must go to the school office immediately upon arrival at school.
- Students who are suspended are suspended from all school activities as well as extracurricular activities until the suspension has been lifted. Participation in and attendance at school activities is prohibited.
- When a student receives a suspension, tests and quizzes may be taken for full credit. Homework due that day must be turned in to the monitor of the suspension class. Homework assignments for the next day may be requested from the student's teachers by the suspension monitor. Further action will be at the discretion of the administrator.

**Suspension Offenses:**

- Fighting (provoking a fight or failure to avoid a fight)
- Leaving the school premises without permission from the office
- Possession or use of pepper spray or mace
- Possession of knives or pocketknives
- Possession of weapons, chemicals, or explosives (possible expulsion) (Any object used with the intent to injure or harm may be considered a weapon.)
- Repetition of minor offenses

**SUSPENSION OR EXPULSION: – on or off campus**

- Any illegal or criminal behavior
- Dispensing or offering prescription drugs. Misuse of over-the-counter drugs or misuse of legitimate prescription drugs may be included.
- Possession or use of tobacco products
- Possession or viewing of pornographic material
- Stealing
- Publicly and knowingly disparaging the testimony of Friendship Christian School either by word or deed
- Repeated or severe bullying
- Using the Internet for blasphemy, pornography, inappropriate language or harassment

**EXPULSION: – on or off campus**

- Use, distribution, or possession of alcoholic beverages
- Use, distribution, or possession of illegal drugs. This includes possession or consumption of any prescription drug for which the student does not hold a valid prescription.
- Participation in sexual immorality
- Possession of a firearm on school property is a felony and will result in dismissal
- Repeated violations of discipline that have resulted in suspensions,
- Failure of parents to cooperate with the School in discipline of their children,
- Assault or battery of staff or students,
- Possession or use of a knife in a threatening or dangerous manner, which is perceived to be capable of inflicting physical harm,
- Possession, transfer, sale, or discharge of any gun (including a starter gun or pellet gun), firearm, or any other explosive device, of any type, whether loaded or unloaded, on campus or charged by the authorities off campus.

**DISCIPLINE NOTES:**

- FCS reserves the right to alter the discipline policy to insure corrective discipline. A student may be dismissed from the school at any time that they are found to be out of harmony with the policies of FCS.
- A student who is present when one of the above offenses takes place may be held accountable if he does not take appropriate actions. The appropriate actions include leaving immediately, encouraging the offender to report the offense, and/or reporting the offense himself.
- A student who has been expelled must have prior administrative approval to be on campus.
- For the safety and welfare of others, reasonable suspicion of any of the above activities gives the school the right to examine lockers and any other school-owned property.

**DRESS CODE (Sixth – Twelfth grades):**

- Consequences applying specifically to dress code violations for 6<sup>th</sup>-12<sup>th</sup> grades:
  - Students with a minor violation of the dress code will be permitted to attend classes – dress code demerits will still be issued. 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 classes 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 one or more classes, he 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 (6<sup>th</sup> – 12<sup>th</sup> grades):
  - 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.

- No graphics are allowed.
  - 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 (6<sup>th</sup> – 12<sup>th</sup> 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 must be sewn (not pinned). The fit of the skirt must allow the student to sit modestly. Skirts should 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.
    - **Dress pants** are allowed to be worn from October 15<sup>th</sup> until March 15<sup>th</sup>. Girls may wear uniform pants 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 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 undergarments be revealed. 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 rule is that one should be able to pinch an inch of loose material on all sides of the shirt or blouse. 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.
    - 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.

- Shoes are to be worn at all times. Girls are to wear safe and appropriate footwear. This standard means no plastic or rubber flip flops, athletic slides, more than 2 inch high heels or spiked pumps. Dress sandals (leather) are allowed.
  - 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.
  - PE uniform requirements will be given out to the students at the beginning of the year.
  - **Young ladies are to wear a nice dress or skirt with a proper blouse and dress shoes on chapel days (no t-shirts with writing, no tennis shoes, no athletic shoes.**
  - 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. **The rule is that one should be able to pinch an inch of loose material on all sides of the pants or shorts.**
- Male Students (6<sup>th</sup> – 12<sup>th</sup> grades)
    - Collared shirts must be worn at all times during the school day. The 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. Multi-pocketed cargo pants are not permissible.
    - 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.
    - Young men are not allowed to have facial hair. Young men are to be clean shaven. 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 must wear shoes. Athletic shoes or dress shoes are allowed. They may not wear sandals, flip flops or slides.
    - PE uniform requirements will be given out to the students at the beginning of the year.
    - **Young men are to wear a tie with a proper oxford shirt and dress shoes on chapel days (no tennis shoes, athletic shoes or boot-style shoes).**
    - 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 SPIRIT DAYS:**

- Various days are set aside for special FCS spirit days. These days will be announced an advance and guidelines will be given for the clothing.

**EXTRACURRICULAR ACTIVITES:**

- School rules apply for all activities that are school related. School discipline can be administered.
- For instance, students are expected to abide by the school dress code both at home and at away ballgames.
- Also, the standard prohibiting IPODS, DVD players, MP3 players, etc... still applies for these activities.

**EXTRACURRICULAR ELIGIBILITY:**

- Athletics, Fine Arts, and Marching band are considered extracurricular activities if activities take place after school hours.
- Please see the Athletic Parent-student handbook for specific guidelines for sports. Most guidelines pertain to Fine arts and Marching band.

**EXAMS:**

- Exam periods generally occur at the end of each semester for each subject. Because of the large number of students and the susceptibility of many to lose tests that are taken home, FCS does not send home the exams. Students are not permitted to take exams from the classroom. If a parent would like to see an exam, an appointment can be made with the teacher for the parent to come by to see the exam and discuss the student's progress.
- Students in grades 6<sup>th</sup> – 8<sup>th</sup> may be exempt from exams at the end of the year (not semester exams) by averaging an "A" for the entire year and meeting the minimum absence requirement for each class. The teacher will average all grades and inform the student of his exam status at least two days prior to the exam. No more than 10 days may be missed in a class for a student to remain exempt. No exceptions will be made to this policy. Exempt days include both excused and non-excused. Also, 5 tardies to that class will equal one day absent in that class.
- Absences excused and exempt from the 10-day absence policy (6<sup>th</sup>- 8<sup>th</sup> grade only) are for students participating in School-sponsored activities during the school day,

**GRADING:**

- Elective classes are graded according to the teacher's stated criteria. The 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
- $(1^{\text{st}} \text{ Q} \times 45\%) + (2^{\text{nd}} \text{ Q} \times 45\%) + (\text{Exam} \times 10\%) = \text{First semester}$
- $(3^{\text{rd}} \text{ Q} \times 45\%) + (4^{\text{th}} \text{ Q} \times 45\%) + (\text{Exam} \times 10\%) = \text{Second semester}$
- $(\text{First Semester} \times 50\%) + (\text{Second semester} \times 50\%) = \text{Final Grade}$

**PROMOTION GUIDELINES:**

- All middle school students must pass English and Bible in order to be promoted to the next grade. Students should pass all other major subjects (i.e. math, social studies, and science) before being promoted to the next grade level.
- Failure of two semesters in a required course should be repeated during the next academic year. Failure of one semester in a course may be made up only by approved summer work.
- No more than 2 subjects that are failed during a school year may be made up in summer school. If a student in grades 6-8 makes more than 2 F's in major subjects, the student is required to repeat the grade.
- Additionally, students must have successfully acquired the number of course credits necessary in order to move up to the next grade level or to graduate.

- Any student absent more than 12 class periods per semester of a course may not receive a passing grade for that class even if all his grades are passing. Extended illness will be handled on an individual basis by the principal.

#### **STUDENT COUNCIL:**

- The student council is made up of all class representatives. The President and Vice-President of the student council are the Senior Class representatives. The student council shall meet together to help with planning certain school activities and running student chapels.
- The student council is not for the purpose of establishing rules and policies.

#### **STUDENT OPPORTUNITIES:**

- Chapel: Students are encouraged to be involved through special music and other activities.
- Student Prayer Meetings: Students meet together for prayer prior to the opening of each school day. These prayer meetings are led by students.
- Student Council: The council is a service organization by which students help the administration in the planning of certain activities and chapels.
- Athletics: We have a full range of sports for boys and girls. We have boys' soccer, basketball, and baseball. We have girls' volleyball, basketball, cheerleading, and soccer. We also have co-ed golf and cross country. All teams are based on having enough available athletes to field the team.
- Fine Arts: We have many opportunities for boys and girls. We have choir, band, speech, newspaper, yearbook, art, and drama productions.
- Field trips: Each year we encourage our teachers to take the students on a variety of educational field trips. Advance notification is sent out.

#### **STUDY HALLS:**

When offered, study hall is not a free time, but a time to study. Rules and regulations will be handed out in each study hall. The student will sign the study hall form

#### **SUMMER SCHOOL:**

- All middle school students who fail English, Math or Bible must take summer school.
- Failure of two semesters in a required course should be repeated during the next academic year. Failure of one semester in a course may be made up only by approved summer work.
- No more than 2 subjects that are failed during a school year may be made up in summer school.
- Middle 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.