



STUDENT/PARENT HANDBOOK

Revised 10/24

THE SCHOOL

Faith Christian School of Kearney is a non-denominational Christian school for students in grades Pre K - 8. We operate according to the current guidelines and regulations of the Nebraska Department of Education.

MISSION STATEMENT

Faith Christian School exists to glorify God by equipping students for spiritual, academic, physical, and social excellence and by training them to be Christ-like leaders.

PHILOSOPHY OF EDUCATION

The educational philosophy of Faith Christian School is based on a God-centered view of truth and man as presented in God's inspired manual for life, the Bible. Since God created and sustains all things through His Son, Jesus Christ, the universe and all life are directly related to God, have the purpose of glorifying Him, and must be viewed with regard to His central position in all of life and truth. This is especially true of man, who was made in God's image, different in kind from all other creation, with the unique capacity to know and respond to God personally. Because man is a sinner both by nature and choice, he cannot in this condition know or honor God in his life. He can do this only by being born again as he receives Jesus Christ as Savior and Lord, and thus, through His Spirit, be enabled to do God's will, which is the ultimate purpose of his life.

The entire process of Christian education is a means used by the Holy Spirit to bring the student to Christian maturity, to develop a Christ-centered mind in him, and to train him in Godly living so that he can fulfill God's total purpose for bringing him into this world. This fulfillment is true success. He must be taught the Bible, because it is the source of wisdom and truth. Its principles give meaning to truth and knowledge. Without learning Biblical principles, the student cannot gain a true education that prepares him personally and vocationally for his life on this earth. He must learn to see all truth as God's truth, to integrate it with, and interpret it by, God's Word. He must be developed and related to God as a whole person - spiritually, mentally, physically, emotionally, and socially. These areas are inseparable and through them run the insistent thread of the spiritual. Therefore, it must be our aim to shun the tendency to teach the Bible compartmentally or on the intellectual level alone. The scarlet thread must be woven throughout the total curriculum.

Teachers and staff at Faith Christian School must be born-again and have God's perspective on life as they strive to provide a God-centered, academically-challenging education.

The authority for such an education comes both from God's command that children be taught to love God and to please Him first in their lives, and from the fact that parents are primarily responsible for the total education and training of their children. At the parents'/guardians' request, the Christian school, along with the church, becomes a partner in giving this education.

If such an education is to be realized, there must be continual dependence on God's grace. This means that prayer by students, parents/guardians, faculty, staff, school board members, and churches represented must be the

foundation of all educational efforts. We can do more than pray after we have prayed, but we can do no more than pray until we have prayed.

STATEMENT OF FAITH

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).
2. We believe there is one God, eternally existent in three persons—Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4: 15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His Resurrection (John 11:25, 1 Corinthians 15:4), His Ascension to the right hand of God (Mark 16:19), His personal return in power and glory (Acts 1:11, Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone are we saved (John 3:16–19, 5:24; Romans 3:23, 5:8–9; Ephesians 2:8–10; Titus 3:5).
5. We believe in the resurrection of both the saved and the lost; that they are saved unto the resurrection of life, and that they are lost unto the resurrection of condemnation (John 5:28–29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 2:12–13, Galatians 3:26–28).
7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13–14; 1 Corinthians 3:16, 6:19–20; Ephesians 4:30, 5:18).

PARENTS'/GUARDIANS' CODE OF CONDUCT

Our parents/guardians play a vital part in the total program of Faith Christian School. Our parents/guardians recognize educating children is a process that involves a partnership between parents, the school community and their home church. Emphasis, again and again, has been placed upon the importance of parents/guardians cooperating with schools for the education of the child. The purpose of this code is to provide a reminder to all parents and visitors to our school about the expected conduct and policies while on school grounds or attending school events.

Guidance:

We expect parents, guardians, caregivers and visitors to:

- Pray regularly for the teachers, staff, and administration of Faith Christian School.
- Cooperate fully in the educational functions of Faith Christian School, doing their best to make Christian education effective in the life of their children, that he/she may love and serve the Lord Jesus Christ all of his/her life.
- Pay all financial obligations to the school on or before the date they are due.

- Understanding the policies and regulations described in this handbook have been written and approved by the school board and should be considered binding. Parents should encourage children to abide by these guidelines and support the school's actions.
- Demonstrate that **all** members of the school community should be treated with respect and therefore set a good example in their own speech and behavior.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- **Seek to resolve any conflicts according to the Biblical instructions found in Matthew 18:15, "Moreover if your brother sins against you, go and tell him his fault between you and him alone. If he hears you, you have gained your brother".**

Romans 13:1-7

Let everyone be subject to the governing authorities, for there is no authority except that which God has established. The authorities that exist have been established by God. Consequently, whoever rebels against the authority is rebelling against what God has instituted, and those who do so will bring judgment on themselves.

In order to support a peaceful and safe school environment the school cannot tolerate parents, guardians, caregivers and visitors exhibiting the following:

- Disruptive behavior which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds including special events.
- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper outside of Christian character.
- Threatening to do actual bodily harm to a member of school staff, visitor, fellow parent or pupil regardless of whether or not the behavior constitutes a criminal offense.
- Damaging or destroying school property.
- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication to any Faith Christian School employee.
- Gossiping with other parents, teachers, staff or guests regarding the school, teachers, processes, policies or otherwise.
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff, at the school on any social media websites, forums or online venue. Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, the Principal/head teacher or the School Board President, so the matter can be dealt with fairly, appropriately and effectively for all concerned.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Use of tobacco (whether smoking, vaping or chewing) consumption of alcohol or use of any illicit drug while on school property or at school events.

Should **any** of the above behaviors occur, the school may feel it is necessary to remove the offending

family from Faith Christian School and contact the appropriate authorities. The list above is not meant to be a comprehensive list of all behaviors which could result in removal from FCS. If any behaviors detrimental to the school occur, the Board of Directors will determine the appropriate action.

If problems occur, it is important to go to the right person about the problem first as outlined in Matthew 18.

1. If there is a problem in the classroom, go to the teacher. If that is unsuccessful, a meeting will be scheduled with the parents, teacher, and administration.
2. If there is a problem with the administration, talk with the administrator first. If it is unresolved, talk with a member of the school board. If unsuccessful, a meeting with the parents/guardians, administrator, and school board will be scheduled.

Proverbs 19:20

*Listen to advice and accept **discipline**, and at the end you will be counted among the wise.*

ENROLLMENT POLICIES

Faith Christian School admits students of any race, color, national, or ethnic origin. The school does not discriminate on the basis of race, color, nationality, or ethnic origin in the administration of its educational policies. Parents/guardians are required to sign all areas of the student application, including all consent and release forms.

Age requirements:

- Pre-Kindergarten students must be at least 4 years old on or before July 31st.
- Kindergarten students must be at least 5 years old on or before July 31st.
- First-grade students must be at least 6 years old on or before October 15th.

FCS is unable at this time to provide for students who have:

- A low academic performance as indicated by achievement testing,
 - Failed the most recent grade level prior to application,
 - Displayed significant emotional or disciplinary problems at current school,
 - A police, court, or criminal record,
 - A physical handicap which would impair the learning process under normal educational conditions, and
 - A learning disability for which our school is not staffed.
- All new students are put on a one-quarter probationary period. A waiting list is established for qualified students after all openings are filled. We will notify you if you are placed on a waiting list.

ADMISSION REQUIREMENTS AND PROCEDURES

For each student applying, the following will be required:

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- Completed Application Form and \$50.00 non-refundable application fee for all applications. This fee shall not be applied to any tuition due upon acceptance and enrollment
- Copy of Birth Certificate
- Student Immunization Record and Health History Form – State law requires a physical examination for children entering Kindergarten and 7th grade, and all students transferring from out of state. All students must be immunized as specifically required by Nebraska law or have a notarized exemption on file. No student will be allowed in school if all state health requirements are not satisfied.
- Prior to formal enrollment, an admission interview **will be required** for first-time applicants. Parents/guardians will meet with school representatives for this interview. If a student is applying for enrollment in sixth, seventh or eighth grades, he/she will be required to participate in the interview.
- Student transcripts and records from previous school
- Students may be tested before placement
- Once the child has been accepted, a registration fee (see tuition and financial policies) is required within 10 days of the date of the acceptance letter to hold the student's place.

REGISTRATION DEADLINES

- Early re-enrollment deadline for existing students - **March 15th**. Existing students who re-enroll during early registration will be given preference for enrollment.
- Application deadline for new students - **April 15th**.
- Application process for the fall semester must be complete – by **May 15th**.
- Any applications from students for enrollment after these deadlines may be considered at the discretion of the Board.
- Once the child has been accepted, a registration fee per student is required within 10 days of the date of the acceptance letter to hold the student's place.

PART-TIME/HOMESCHOOL ADMISSIONS

Home School students may be admitted to Faith Christian School on a part-time basis if space is available in the class or classes desired. Parents and students must agree to abide by FCS rules and regulations, including the dress code policy and all aspects of the student handbook found herein.

Application Process:

- Completion of Application
- Statement of Faith
- Medical Consent Form
- Copy of Birth Certificate
- Student Immunization Record
- Parent/guardian Interview with Administration.
- Payment of all Fees and Tuition.
- Registration Fee due with Application by April 15th. Tuition is due July 15th.

Returning Part-time Students:

- Update Registration Information due by April 15th.
- Registration Fee due with Application. Tuition is due July 15th.

PART-TIME/HOMESCHOOLER TUITION AND FEES-(REVISED YEARLY)

Registration Fee	\$50 per student (TOTAL)	
Core Courses 1 st - 8 th	\$1,250/Per Class Per Year	\$625/Semester

Specials:	Music	\$435/year	\$218/Semester
	Band	\$455/year	\$228/Semester
	P.E.	\$230/year	\$115/Semester
	Art	\$230/year	\$115/Semester

*Other courses that include labs will also be assessed a \$50 lab fee. All tuition and fees are prepaid. Special arrangements may be made for families who enroll several students in multiple classes.

AFTERSCHOOL PROGRAMS

Offered for everyone pre-k thru 8th grade, drop-ins welcome, no set commitment, invoiced monthly, late fees?, \$12/student?

The afterschool program is offered to all Students currently attending Faith Christian School and is offered Monday-Friday from 3:30 PM to 5:30 PM when school is in session. Use of the afterschool program will be billed monthly at a rate of \$12 per student per day up to \$24 per family per day. Parents may contact the school office or Afterschool Program Director as late as 3:00 PM on days they would like their students to attend.

- Students not currently attending Faith Christian School will be allowed to use the afterschool program.
- No additional commitment is needed to attend the afterschool program.
- Students must be picked up by 5:30 PM or incur a late fee of \$1 per minute for every minute after 5:30 PM.

TUITION AND FINANCIAL POLICIES

1. **Registration Fee:** A non-refundable registration fee is required for each student to hold a place in the school. Discounts will be given to families who meet the early registration deadlines. Existing students who re-enroll on or before March 15th will pay a discounted rate of \$230 per student, with a \$550 maximum cap per family. After March 15th, existing students who re-enroll

will pay \$300 per student, with a \$650 maximum cap per family. If existing students have not pre-registered by April 15th, their enrollment will not be guaranteed.

2. After April 15th, new students will be eligible for enrollment and will have the opportunity to be considered for any classroom openings. New students who have submitted application materials on or before April 15th will pay a discounted rate of \$230 per student, with a \$550 maximum cap per family. After April 15th, new students who submit application materials will pay \$300 per student, with a \$650 maximum cap per family.
3. **Late Registration:** Families registering after May 15th will have the above payment options available to them. Payment dates and tuition changes will be adjusted according to registration date.
4. **Tuition:** Tuition will be set and approved annually by the Christians for Christian Education Members.
5. **Payment Plans:** Registration fee is always due upon enrollment. We offer three payment options for tuition. Each family's preferred manner of payment must be submitted each year at the time of student registration.

Options for payment include:

1. **Full payment** with a discount of \$50.00 per student: Under this plan, the entire amount due for the tuition fee for the year is paid directly to the school on or before July 15th.
2. **Semester Payment:** Under this plan, the entire amount due for tuition for the year is paid to the school in two equal installments - 50% paid on or before July 15th; the remaining 50% paid on or before January 15th.
3. **Monthly Payments:** Families choosing this plan are required to enroll in the FACTS Tuition Management Program for a small fee. Under this plan, the entire amount due for tuition is paid monthly via automatic monthly payments made through your checking or savings account. Those choosing this plan will authorize their bank to make payments to FACTS on either the 5th or the 20th of each month. Please go to the school website and click on the FACTS icon to enroll.

Missed Payments (Payment Options 1 & 2): For families choosing full or semester payments, the account is considered delinquent if payment is not received within thirty (30) days of the due date. The family will then be **required** to enroll in the FACTS program.

Late Payments (Payment Option 3): Families on the monthly payment plan who miss a tuition payment due to insufficient funds will automatically be charged a missed-payment fee by FACTS and will incur a similar penalty from their bank. Accounts sixty (60) days late (2 payments) will be considered delinquent.

Tuition Requirements: All previous accounts must be paid before enrollment for the next school year can be accepted and student admitted. Accounts must be in good standing at semester for continued enrollment. Report cards, transcripts, and other school records will be withheld if tuition is not paid in full by the last day of school.

Delinquent Accounts: All payments must be paid on time or the administration must be contacted to make arrangements for late payments. Student enrollment is contingent upon keeping tuition and fee payments current. Accounts which become delinquent will jeopardize the student's enrollment status. All outstanding tuition and fees must be paid before report cards are sent home or permanent records are transferred to another school.

Need Based Financial Assistance: All applications for need based financial assistance must be submitted by April 15th for the following school year. A new application is required each year. Any applications from students for enrollment after these deadlines may be considered at the discretion of the Board.

Tuition Agreement: Prior to admission, families will be required to sign a tuition agreement that indicates which payment plan they intend to use. If there is a need to change payment plans, a new agreement will be required.

Semester Students: Families whose student(s) join FCS at the semester or during the semester will be required to pay a full semester's tuition. There will be no pro-rated reduction if a student joins in the middle of a semester.

REFUND POLICIES

Registration Fee: Registration fees are non-refundable.

Tuition: Families withdrawing students prior to the first day of school shall be refunded the entire amount of tuition which has been paid for the current school year. After the first day of school, tuition refunds shall be prorated over the number of days each student was in attendance, up to 10 instructional days. If a student voluntarily withdraws after 10 days, full tuition for that semester is due and is not refundable.

ON-CAMPUS STUDENT CONDUCT CODE

Please make note of regulations that refer to the use of Electronic Devices and Cell Phones in this Handbook.

- Food and drinks are permitted only in assigned lunchroom areas and outdoor areas. No open food or drink is allowed in other portions of the building unless approved by the teacher. Water bottles are permitted in areas where computers are not in use.
- No gum chewing is permitted in the building unless approved by a staff member.
- Students must not eat candy at school except on special occasions such as birthday treats or party treats.
- Speech and conduct should always be courteous and respectful.
- No smoking, drinking of alcoholic beverages, use of illegal drugs, cheating, swearing, or use of suggestive or indecent language.

- No throwing rocks, sticks, snowballs, etc.
- No public display of affection.
- If an electronic voice recorder is needed for academic purposes (e.g. recording a lecture), the student must obtain permission from the teacher.
- Be on time and prepared for class.
- Show respect and courtesy for everyone at all times, in the classroom, on the playground, in the halls, etc.
- Use the restroom only at appointed times unless absolutely necessary.
- Receive permission before leaving the classroom at any time.
- Request permission to speak in the classroom. Visit with others at break time only.
- Walk quietly and orderly inside the building at all times.
- Return all things to their proper places after using them.
- Keep the desk and work area clean and free of clutter.
- Unless the weather is inclement, recess will be outside. Wear appropriate clothing.
- Refrain from all rough-housing (wrestling, tackling, pushing, shoving, etc.) while on school property and the playground, including before and after school.
- According to Federal Law, no weapons or dangerous objects are permitted on the school grounds or at school functions.

Each teacher will communicate individual classroom rules that pertain to his/her grade.

OFF-CAMPUS STUDENT CONDUCT CODE

Students at Faith Christian School are representatives of their school, their parents, and their Lord at all times. Therefore, certain guidelines go beyond the school setting. The following constitute serious breaches of discipline and make a student subject to disciplinary review and possible action, even if they occurred away from school:

- Stealing or shop-lifting
- Drunkenness
- Smoking or possession of cigarettes
- Use or possession of illegal drugs
- Vandalism
- Malicious pranks against a school representative
- Involvement in a felony crime
- Shameful behavior/immorality
- Involvement in the occult
- Involvement in online bullying

In addition to these obvious infractions of the "Christian Code of Conduct", other activities are inappropriate for students who desire to be "salt and light" in our world. It is difficult to legislate all the activities Christians should avoid; however, we expect our students to be examples to the world and the church in word, in conduct, in spirit, in faith, and in purity.

DISCIPLINE POLICY

Sending children to Faith Christian School is a privilege and not a right. The goals of the school are not to reform, but

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to train Christian youth in the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity and good citizenship. Discipline is necessary for the welfare of each student, as well as for the entire school.

Proverbs 15:32

*Those who disregard **discipline** despise themselves, but the one who heeds correction gains understanding.*

Policy and Principles of Discipline at Faith Christian School

Goals of Discipline:

“Respect, responsibility, and righteousness reflect a student’s love for their Savior.”

- Discipline should have clearly defined expectations that are rooted in the truth of Scripture and the love of Christ.
- Discipline should reflect Biblical principles of authority - training students to understand how God designed all persons to live in submission to Him and the authority He established.
- Discipline should be grounded in love for the good of the child and those around them through the planting of God’s word, then trusting God with the change of heart. This allows school authorities to deal with an action or attitude in such a way as to love the person while hating the sin.
- Discipline should contribute towards a student’s growth in Christ while taking into consideration a student’s maturity equipping their mind and heart to work towards peace and righteousness.
- Discipline should train and equip students to work towards repentance, reconciliation, and restitution.
- Discipline must be consistent, administered fairly, and whenever possible, exercised promptly in order to avoid exasperating the child in concern or other children.
- Discipline should enact consequences for deliberate misdemeanors, defiance, or rebellion, not for mistakes. Note: We all forget things from time to time, but regular forgetfulness may reflect a sinful attitude.
- Discipline should help students gain an understanding of how actions have consequences and that those consequences may include positive and negative elements - acknowledging, confirming, commending, encouraging, helping, correcting, and reprimanding.

The discipline procedure will be as follows for Faith Christian School.

Expectations:

All school expectations and rules come back to the Warrior Way, Respect, Responsibility, and Righteousness. All members of Faith Christian School including parents and staff are expected to aspire to these three qualities. These expectations will be taught, posted, and reinforced throughout the school year.

Discipline Flow Chart: When students break these expectations the following flow chart will be used to respond in a timely, consistent, and constructive manner.

Reflection and Consequence Sheets:

Level 2 on the flow chart references a reflection and consequence sheet that students will be required to fill out, have signed, and return to the teacher that gave them the consequence. The primary purpose of this form is to aid in communication with parents about disciplinary actions. As a part of receiving one of these forms, students will receive a logical consequence that is commensurate with the behavior.

Detention:

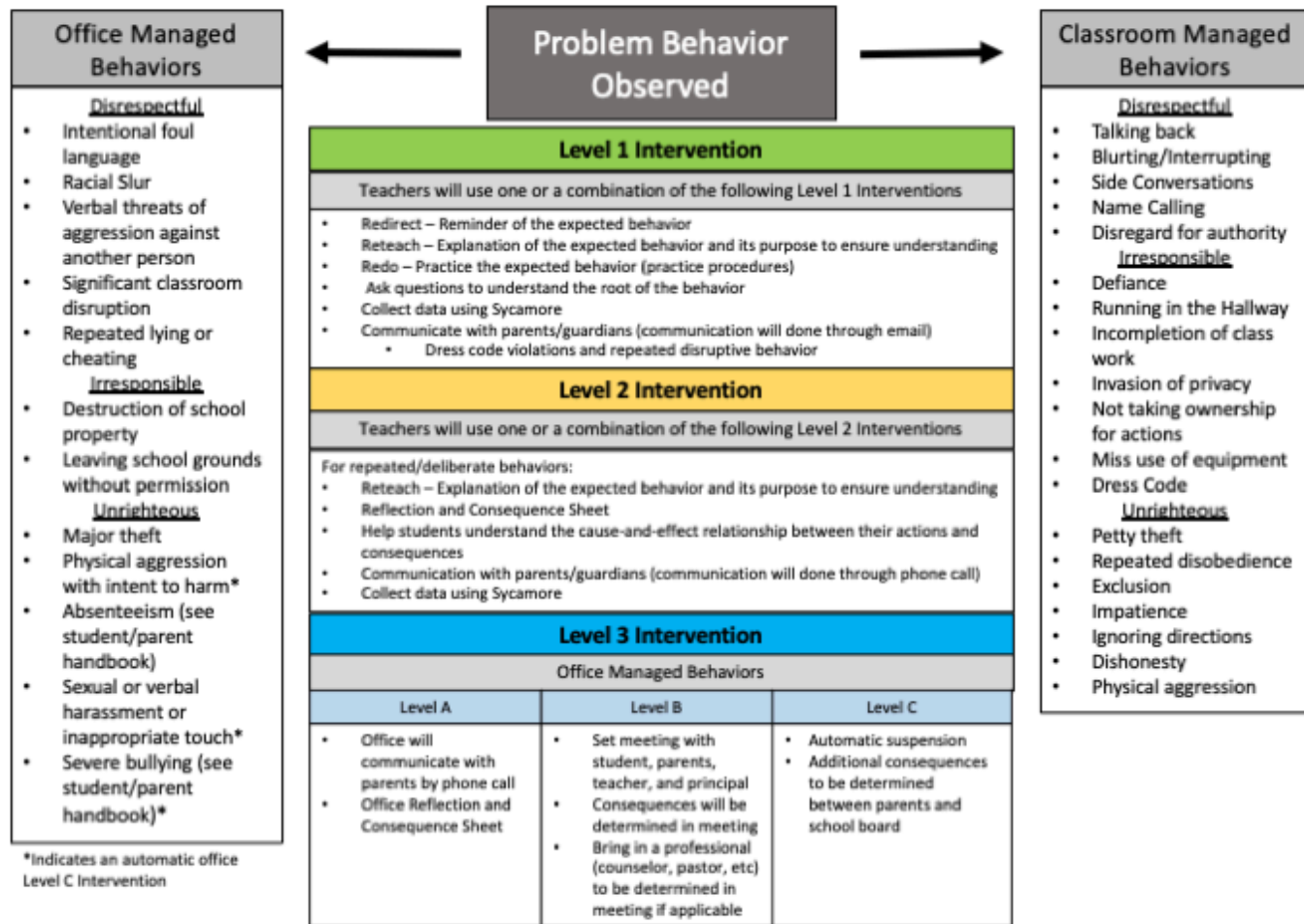
When appropriate, detention may be used as a consequence. Detention will take place from 3:30-4:00 every Tuesday and Thursday in the conference room or classroom of the teacher giving the consequence. You will be notified as quickly as possible if your student receives detention. Students will be expected to complete their consequences at the next available session of detention.

Suspension:

Please note certain behaviors will warrant more immediate attention and will be referred directly to the office and some will result in immediate suspension such as

- Racial Slurs
- Physical aggression with intent to harm
- Harassment or Inappropriate touch
- Bullying (Bullying is defined as, "***an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behavior that intends to cause physical, social and/or psychological harm.***")

Faith Christian School Discipline Flow Chart



RESPECTFUL - RESPONSIBLE - RIGHTEOUS

Expulsion:

A student may be expelled from school for a serious breach of conduct and/or repeated problems with behavior or academic progress.

- In the case of such an offense, the matter will be referred to the school board.
- The school board will make a decision on the recommendation of the teacher and administrator concerning expulsion.
- The school board has the authority to expel any student for non-compliance with the rules and regulations of Faith Christian School.
- Any student who is expelled must apply for reinstatement. This application must be unanimously approved by the school board in order for reinstatement to take effect.

We will make every effort to work with each child placed in Faith Christian School. However, should these efforts fail, it may become necessary to ask a student to leave in order to maintain an atmosphere of safety and learning for others.

School Year

In accordance with Nebraska Rule 14, each year Faith Christian School will provide a minimum of 1,032 hours of scheduled instruction. A normal school day counts as 6.8 instructional hours. During a normal school year, we plan to exceed the minimum required instructional time to allow for unexpected school closures, such as snow days.

SCHOOL DAY

Pre-K: 8:20 - 11:20 AM **Pre-K Afternoon Electives:** 11:50 AM - 3:20 PM **K - 8th:** 8:20 AM - 3:30 PM

School grounds will be supervised beginning at 8:00 AM. Please do not bring your children prior to that time. Students will not be allowed in the building before 8:00 AM without prior permission from teachers. Classes are dismissed at 3:30 PM. All students should be picked up by 3:45 PM. Any students who are not picked up by 3:45 PM will be waiting with a staff member. No student will be allowed to “hang out” in classrooms or hallways **before or after** school. Any student who is not picked up by 4:00 PM will be sent to the afterschool program and charged for the day.

INCLEMENT WEATHER

Parents are advised to monitor **Sycamore, FCS Parents Facebook Group, KGFW Radio** (1340 AM) or **NTV** (Channel 13) for school closing information.

ATTENDANCE

Parents are asked to call the school by 8:45AM (or as soon as possible) on the day of an absence in the event of illness or other absence unless prior written notice has been given.

If a child is absent from school and no notification is registered in the school office, the school will call the student's home or the parents'/guardians' place of work to determine the reason for the absence.

Excused Absences

Absences are excused for the following:

- **Sickness** (temperature of 100.4 or higher, vomiting, diarrhea, or doctor note upon return to school.)
- **Doctor or dentist appointment** (must bring doctor note upon return)
- **Emergency** such as life-threatening illness, injury or death in the immediate family

Pre-arranged Absences

If your student must miss school for a non-excused reason please notify both the office and their classroom teacher as soon as possible to allow for teachers to prepare school work or help a student work ahead. It is critically important that students complete any late work as soon as possible to ensure that they do not fall behind.

Situations may arise within families when a student must be kept at home for personal family reasons, however, they should be kept to a minimum and will **NOT** be excused. Any student missing more than ten unexcused days per semester may be in jeopardy concerning promotion or credit or have specific stipulations mandated for continuance at Faith Christian School. Any family who has a student who surpasses 10 absences for a semester will receive written notice from the school of their absences. Parents and students must realize that absences directly affect learning, progress, and grades. Therefore, great emphasis is placed upon a student's attendance.

Leaving School

Students are restricted to school property at all times during the school day, including lunch period. For reasons other than emergencies, parents/guardians wishing to have their child dismissed for any portion of a school day must communicate with the teacher or office staff, either in writing or through a phone call, stating the reason and time for dismissal so that proper arrangements can be made. If a student becomes ill at school and is unable to finish the day, parents or relatives will be notified.

Tardiness

Students are admitted into the building at 8:00 AM and must hang up their bags and coats before going into their classrooms. They are considered tardy if they report to opening exercises after 8:20. Students are expected to arrive on time and be prepared at 8:20 AM. Late students must check in at the office. Excessive tardiness may result in disciplinary action.

MEDICATIONS AND ILLNESS

Medical consent forms are required to be signed by parents/guardians. Students should leave all prescription and non-prescription medication in the office. The office staff will oversee dispensing and document the required dosage and the time it is given, but students must administer the medicines

themselves. A student may carry an inhaler if a doctor sends a written prescription requiring an inhaler be carried at all times. No medication will be given without documentation of time, dosage, and reason given. All medication and documentation will be kept in a locked cabinet.

Parents should use common sense in deciding whether their child is healthy enough to attend school. Please do not send your children to school within 24 hours of having a fever, vomiting or other symptoms of illness.

Technology Agreement

The Technology guidelines should be read carefully and discussed with your child. Faith Christian School uses Chromebooks as its main student device. The purpose of these devices are to be used as tools to enhance student learning and prepare students for professions and learning environments that require 21st-century skills. Students will be granted different levels of access to these devices determined by their maturity, skill level, and need.

Grade	Level of Access	Goal/Purpose
All	All student devices are managed by school administration and have safeguards to help prevent students from seeing graphic materials. All students will operate devices under supervision.	<ul style="list-style-type: none"> The purpose of technology at Faith Christian is to prepare students both spiritually, academically, and socially to use technology in an excellent and God-honoring way.
Pre-K - K	Little to no access - Students may have guided access on special occasions.	<ul style="list-style-type: none"> Students will learn basic concepts of how to safely and responsibly use a school device.
1st - 3rd	Limited Access - Students will use shared devices in their classroom or in the library with direct supervision or guidance from a teacher.	<ul style="list-style-type: none"> Students will learn basic computer skills such as typing, basic research concepts, and digital citizenship/safety.
4th - 8th	Classroom Access - Students will be responsible for a classroom device assigned to them for use at school. Devices will be stored in their classroom and remain at school.	<ul style="list-style-type: none"> Students will apply basic computer skills such as typing, basic research concepts and digital citizenship/safety. <u>Students will practice responsible use of school devices or will lose the privilege.</u>

Students' accounts are based on school-managed google accounts that will follow this format "firstname.lastname@fcskearney.org". No other accounts should be used on school devices other than school-managed accounts. These accounts are managed by the school and alerts will be sent to school administrators if concerns arise.

Students are expected to follow these guidelines and rules:

- All students must use devices at appropriate times.
- No unauthorized e-mailing, use of social media, or playing online games is allowed.
- You may save files only under your own name, deleting them when completely finished with them.
- Students must not interfere with any other students' devices or accounts.
- Under no circumstances will any student be allowed to use the office computer.
- If you accidentally access an inappropriate website (anything containing violence, nudity, sexual content, or foul language), exit it immediately, and report it to your teacher.
- Students may not install software of any kind or download software updates.
- Students may not reconfigure the computers or the desktop settings.
- Students must handle devices responsibly.
- Infractions of these rules may cause loss of computer lab privileges.

USE OF ELECTRONIC EQUIPMENT

The use of individual electronic devices hinders valuable communication between students, dampens creativity, and can cause concern among parents as to the suitability of material being seen or heard.

Therefore, the individual use of iPods, MP3 players, handheld gaming devices, videos, DVD's, headphones, and other such electronic devices shall be prohibited during school hours **and** on school property. Such devices shall also be prohibited during school functions and when traveling on school field trips unless previously approved by school personnel.

CELLULAR PHONES

Cellular phones shall remain off and stored in a student's backpack or locker during school hours. Students are required to use the Office telephone to communicate with their parents during school hours. The use of cell phones for texting, talking, and other activities are also prohibited during school functions and while traveling for school-sponsored field trips unless permission is granted by school personnel.

PARENT/TEACHER COMMUNICATION

Faith Christian School encourages its parents/guardians to be in contact with their child's teacher/administrator when questions arise. Parents/guardians should make appointments to see teachers/administration so as not to conflict with classroom time and other responsibilities.

Parents/guardians may leave messages with the school office; teachers will respond as quickly as their schedules permit. Teachers may also contact parents/guardians when situations in need of parental attention arise in the classrooms. All administrative matters relating to school business are to be directed to the Principal.

We have four key means of communication:

Faith Christian School Handbook

1. **Sycamore:** Parents are encouraged to familiarize themselves with the Sycamore system. This system will allow parents and students to have access to assignments, grades, classroom schedules, classroom rosters, lunch invoices, and registration information.
2. **Parents & Guardians of Faith Facebook Group:** This is a closed Facebook group where regular updates are posted about upcoming events and things happening at FCS. If you have not been added to the group and would like to be added, please submit a request on the Facebook Page and an admin will review your request.
3. **Tuesday Communication:** Communication will be sent out to parents/guardians on Tuesdays from the school office. Please open and read all communications sent out from the school.
4. **Parent/Teacher Conferences:** Parent/Teacher conferences may be scheduled any time you have a concern about your child or an issue you wish to discuss with their teacher. Regular Parent/Teacher conferences are scheduled each semester, and parental participation is strongly encouraged.

REPORT CARDS

Report Cards will be issued quarterly. Parents are encouraged to discuss the progress of their children with the teacher at a time mutually convenient.

100-97%	A+
96-90%	A
89-87%	B+
86-80%	B
79-77%	C+
76-70%	C
69-67%	D+
66-60%	D
Below 60%	F

Kindergarten: **S** =Satisfactory **U**= Unsatisfactory

**Elementary
Handwriting
and Art:** **S**= Satisfactory **U**=Unsatisfactory

HONOR ROLL

The Faith Christian School Honor Roll for Middle School will be posted and presented to students at the end of each semester. Any student whose average is 80% or above will have his/her name placed on this list. Any student attaining a grade average of 90% or better will have his/her name placed on the "A" Honor Roll. A student is not eligible for the honor roll if they receive a grade of "D" in **any** subject.

LATE WORK

Completion of assignments at Faith Christian School includes having them turned in to the teacher in a timely manner. In the interest of promoting both academic education and Godly character, late work (which is not a result of student absence) will be given a consequence following the Discipline Flow Chart listed above and will be completed and turned in for a grade. If there is a legitimate reason (illness or family emergency) why a student is unable to finish an assignment, please send a note to the teacher on the date the homework is due stating the reason it was not completed. A parent/guardian must sign the note. In regards to turning in make-up work, teachers will work with students to come up with an appropriate due date. The teacher will ensure that the parents are notified of the due date in advance. Excessive late work may result in a contract with the school, parents, and student that will outline specific consequences.

FAILURE POLICY

Any student in 1st – 8th grade who fails a semester in a core subject must either:

1. Retake that class and pass by paying tuition for an approved Faith Christian School tutor.
2. Retake the grade the following year.

ACHIEVEMENT TESTS

Achievement testing is done in the Fall, Winter, and Spring. The school uses NWEA MAP tests for 1st-8th grades.

HOT LUNCH PROGRAM

Students have the option of ordering hot lunch. Families may place their order online through their Sycamore account by 4:00pm Tuesday for the upcoming week. Menus and prices will vary and will be available for viewing on Sycamore.

Students also have the option of bringing a cold lunch from home. Chocolate and white milk are available to purchase.

Families are expected to keep a positive balance in their student's lunch accounts. When an account goes below \$10 you will receive a notification in your Tuesday folder that it is time to put money in the student's account.

CURRICULUM

With our Mission Statement in mind, our curriculum expectations are to provide:

- High-quality academic instruction with a Christian perspective.

- Biblical truths are integrated throughout the curriculum.
- A solid foundation on which to build further education.
- Cultivation of parental involvement.
- A challenge to all students to achieve their best.
- Curriculum that is known nationwide for its outstanding training and traditional approach.
- Support for an easy transition from other schools into Faith Christian School.

Students are responsible for all textbooks issued to them and will be fined for loss or damage.

ACCIDENT INSURANCE

Faith Christian School does not provide health or accident insurance for students. They should be covered under a family policy.

EXTRA-CURRICULAR ACTIVITIES

Sports: In order to be eligible to participate on a school-affiliated or co-op team, an average grade of 75% or above must be maintained in every subject, and students must be current in their work. Grades will be averaged on a weekly basis. Additional activity fees will be charged if needed. These activities may be monitored by volunteers. At this time we have a co-op agreement with Kearney Catholic. This co-op agreement is on a year-to-year basis.

Special Events: Students must be current in their classroom work to participate.

Visiting the School

Please note that when visiting Faith Christian School for any reason you are expected to first sign in at the office. To do so please ring the doorbell and wait to be let in. Once in the building, you will be required to sign in using the sign-in kiosk located at the front desk. All visitors must submit to a background check by scanning their ID/driver's license prior to being let into the building.

VOLUNTEER OPPORTUNITIES FOR PARENTS

Various committees composed of parents/guardians and friends of Faith Christian School operate under the direction of the administrator with the approval of the school board. A chairperson works closely with the school administration to oversee the committee and reports to the school board monthly, either in person or through the administrator. All families are encouraged to volunteer in at least one area.

Committees include but are not limited to Maintenance Committee, Development Committee, Education Committee, Finance Committee, and other various ad hoc committees as determined necessary by the school board. If any of these committees or the following volunteer opportunities interest you, please contact the office:

Box Tops for Education
Classroom Volunteers
Chapel Speakers

Gingerbread Houses
Fundraising
Library

Raise Right (Formerly SCRIP)
Publicity
School Programs
(staging/costumes)
Volunteer
Drivers for Field Trips, etc

Homeroom Mothers
Hot Lunch Servers

Minor Maintenance
Music for Opening

SCHOOL LIBRARY

We will utilize our own school library and the bookmobile from Kearney Public Library again this year. Our teachers will assist students in checking out books from our library. Please remember that it is the responsibility of parents and students to bring library books back when they are due.

CLASSROOM VISITATION

Parents are encouraged to visit classrooms; however, scheduling with the teacher in advance is appreciated.

SCHOOL PICTURES

School pictures will be taken in the Fall (date to be announced) and will be received before Christmas.

FUNDRAISERS

Fundraisers are a necessary part of supporting the income of a small private school. Families are expected and encouraged to participate in fundraising.

VOLUNTEER DRIVERS

All volunteer drivers will abide by the following guidelines:

1. All volunteer drivers must be 21 years of age or older.
2. All volunteer drivers will be subject to a background check.
3. All volunteer drivers must provide a copy of their driver's license and proof of insurance to the school office.
4. Stay with the caravan.
5. Every student must have a working seatbelt and must wear it properly at all times when he/she is in a vehicle. Younger elementary children must use car seats or booster seats as required by Nebraska Law.
6. No student under age twelve may ride in the front seat of a car equipped with airbags.
7. Obey all traffic laws.

CHRISTIANS FOR CHRISTIAN EDUCATION

Christians for Christian Education is the corporation which governs Faith Christian School. The corporation meets each spring to conduct the business of the corporation, including but not limited to, approving the budget for the following year and electing the school board members.

Parents are encouraged to join Christians for Christian Education by volunteering ten hours of service to the school, or by donating \$250 per person. Applications are on file in the school office.

EQUIPMENT AND PROPERTY

All repair and/or modification of equipment or property belonging to Faith Christian School must have the approval of the administrator or school board

STUDENT DRESS CODE

Knowing how to present oneself properly within the school community prepares students for future professional environments. Our desire is to partner with families to instill this important life skill.

The biblical principles of Christlikeness, modesty, purity, obedience, and respect are the standards applied. As Christians, our goal is to glorify God in everything and to be an example to those around us.

“Whatever you do, do it all to the glory of God.” I Corinthians 10:31

“Do not let anyone look down on you because you are young, but set an example for the believers in speech, in life, in love, in faith and in purity.” I Timothy 4:12

Students and parents have the primary responsibility to understand and adhere to the dress code. In all circumstances, Faith Christian retains the final authority to determine, in its discretion, whether a student is in compliance with the dress code.

Guidelines for All Faith Christian Students

A young lady or gentleman should be dressed in such a way to respect and honor God, themselves, and others. Clothing should be neat, modest, and appropriate.

Supervising teachers may designate a specific dress code for field trips or special events with administration approval. Otherwise, students are expected to be in the school dress code while on campus before and after school.

Friday Jeans Day: Every Friday will be celebrated by encouraging students to wear red polo shirts with the school logo and jeans or dress code bottoms.

School Spirit Day: The last Friday of each month will be celebrated by encouraging students to wear red polo shirts with the school logo or school spirit wear and jeans or dress code bottoms

Student Dress Code

Faith Christian School seeks to promote excellence in all aspects of your students' education. As such students will be expected to follow the dress code listed below. The purpose of our dress code is to promote professionalism among our students.

Clothing	Professional	Not Professional
General	<ul style="list-style-type: none"> All clothing must be appropriately sized Clothing must be neat, clean, and in good repair Clothing must be Professional 	<ul style="list-style-type: none"> Holes, Tears, etc. Offensive language Logos or graphics
Tops	<ul style="list-style-type: none"> Students may wear solid color long or short sleeved polo shirts. Students may wear solid color button-down shirts Shirts should be tucked in at all times Solid color sweaters, fleece jackets, or vests may be worn as a second layer on top of polo throughout the school day. Shirts must be a single color. Any colored shirt may be worn with the exception of neon colors. 	<ul style="list-style-type: none"> Logos or graphics that are not FCS Transparent or sheer tops Visible undergarments Coats, hooded sweatshirts, and oversized sweaters worn in the classroom
Bottoms	<ul style="list-style-type: none"> Dress Pants, Capri pants, shorts, skirts, skorts, and jumpers may be worn in the following colors: Khaki, Black, Gray, Navy. Dresses, shorts, or skirts must be no more than 2” above the crease in the back of the knee Shorts may ONLY be worn prior to Oct. 15th and after March 15th. Single-colored leggings may be worn ONLY under a dress code-approved skirt, or dress. Leggings must be black, white, navy or gray Belts are <i>optional</i> unless needed to keep pants up. Neutral color belts only 	<ul style="list-style-type: none"> Skirts or shorts shorter than 2” above the back of the knee Spandex, form-fitting or skinny style pants Jeans (blue or colored denim) Pajama-style or harem pants Athletic or sweatpants Athletic or Cargo style shorts Jeggings
Shoes & Socks	<ul style="list-style-type: none"> Solid color socks Students must wear closed toe and closed heel shoes Shoes must be worn at all times All shoes must have closed backs and toes 	<ul style="list-style-type: none"> Sparkles, jewels, lights, etc. Flip-flops, Crocs, etc. Open-toe, open-heel, or elevated-heel shoes
Jewelry	<ul style="list-style-type: none"> No body piercing or tattoos (Girls may wear earrings.) Boys: May not wear earrings or visible necklaces 	<ul style="list-style-type: none"> Inappropriate, excessive, or distracting jewelry
Make-up	<ul style="list-style-type: none"> Must appear natural, modest, and not in excess 	<ul style="list-style-type: none"> Bright make-up shades
Hair	<ul style="list-style-type: none"> Clean, neat, and conventional styles Natural hair colors and out of the eyes Boys: Hair must be off the collar Girls: Practical headbands & bows 	<ul style="list-style-type: none"> Hair colors (red, blue, green, etc.) Oversized hair bows / headbands
Hats	<ul style="list-style-type: none"> May be worn outside in cold weather Should be worn in the designed manner 	<ul style="list-style-type: none"> Hats worn in the building
School Spirit Days	<ul style="list-style-type: none"> Jeans, jean shorts, or dress code bottoms Red school polo or Last Friday of school each month – Spirit wear FCS T-shirts tops may be worn 	<ul style="list-style-type: none"> Cut off jean shorts Short shorts Visible holes Jeggings

Dress Code Violations

If your student comes to school without the proper clothes their classroom teacher will send home a yellow dress code violation form. After three forms are sent home parents are required to bring a change of clothes to correct the violation. If a student has five or more violations, parents must pick their student up for the day and set up a meeting with school administration to discuss a plan to correct any dress violations in the future.



*"But also for this very reason, giving all diligence, add to your faith virtue,
to virtue knowledge, to knowledge self-control, to self-control perseverance,
to perseverance godliness, to godliness brotherly kindness, and
to brotherly kindness and love."*

II Peter 1:5-7