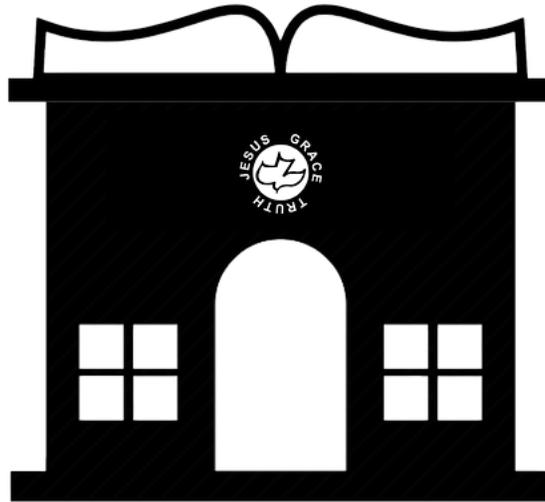


CALVARY CHAPEL CHRISTIAN SCHOOL

Parent Handbook



CALVARY CHAPEL
CHRISTIAN SCHOOL

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WELCOME TO CCCS!

We are thankful for the privilege of serving your family! CCCS is committed to providing a learning culture in which academic excellence is coupled with a Godly worldview. By partnering with church and family, it is our vision to raise up leaders who will impact local communities and work to see God glorified in our nation and even worldwide—serving with integrity, wisdom, and compassion, all for God’s honor and His purposes.

We believe that instilling the Bible as the foundation to our students’ education will lead to success in every area of their life. Our greatest goal is to present the challenge of the Bible to the students in such a way that it will impact every aspect of their lives—their work ethic, their choices, their relationships--ultimately impacting their future.

Our greatest goal for the students is that they will accept the challenges of the Bible and determine to live it out—to apply themselves diligently to their education opportunities, to act responsibly and with integrity, to treat all people with love and respect, and ultimately, to impact their world by exemplifying Godly principles in all aspects of their lives.

We are here to serve and help you. If there’s anything we can do to help, or if you have any questions, please don’t hesitate to call on us.

Mrs. Judy Wangemann, Principal & 2nd-8th Teacher
Mrs. Rebekah Weaver, K-1st Teacher & Office Administrator
Mrs. Mary Jiles, K-1st Teacher
Ms. Grace Conine, Pre-K Teacher

MISSION STATEMENT

Our mission is to make disciples of Jesus Christ by encouraging students to effectively integrate Biblical truth into their daily lives, seek academic excellence, and become a Godly influence in the world.

STATEMENT OF FAITH

- We believe the Bible to be inspired, the only infallible, authoritative Word of God.
- We believe there is one God, eternally existent in three persons, the Father, Son, and Holy Spirit.
- We believe in the Deity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His resurrection from the dead, in His ascension to the right hand of the Father and in His personal return in power and glory.
- We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature.
- We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
- We believe in the spiritual unity of believers in Christ.
- Our supreme desire is to know Christ and be conformed to His image by the power of the Holy Spirit.

ENROLLMENT AND ADMISSIONS POLICY

CCCS desires that each student receives a quality education, has a very positive experience in a Christ-centered environment, and is nurtured in his/her faith walk with Jesus. We do not discriminate against any child based on race, gender, or ethnic origin.

We do retain the right, however, to regretfully decline service to children whose families do not agree with our Statement of Faith, or children who have serious emotional issues that we are not equipped to deal with.

Our ability to serve special-needs children is limited and will be determined on a case-by-case basis.

In the unlikely case that a child will not respond to positive, loving correction and poses a threat to other children or is repeatedly disruptive, CCCS retains the right to terminate services.

Children entering Pre-K must be at least 4 years old as of September 1. Children entering kindergarten must be at least 5 years old as of September 1.

Transfer students must be at or near grade level in all subjects, and may be tested to determine the appropriate entry grade level.

All students entering CCCS are required to have an up-to-date immunization record or certificate of exemption on file, as well as a photocopy of their birth certificate. The general procedure for admission of new families is as follows:

1. Fill out an application and submit it to the principal. (New families may be asked to schedule an interview with the principal.)
2. Upon acceptance, fill out the registration form.
3. Fill out and sign the tuition commitment form.
4. Submit forms and pay the registration/material fee, either a partial payment or in full.
5. Submit a photocopy of the child's birth certificate and up-to-date immunization record.
6. Pay any remaining registration/material fee balance by July 30 .
7. Make first tuition payment by Sept. 1.

In the event that parents share joint custody of a student, the school should have a copy of the custody agreement on file. This is requested as a safety precaution.

TUITION PAYMENT POLICY

Every family is given a contract agreement to sign which states the total amount of tuition due for the entire school year. Parents have the option of paying in full or electing for a payment plan of 10 equal monthly payments beginning Sept. 1, with consecutive payments due on the 1 of each month and considered late after the 10 day of the month. A late fee of \$25.00 will be added to your account if tuition payment is not received by the 10 of each month. If your tuition becomes past due by 30 days, services will be terminated, unless a satisfactory financial arrangement is agreed to and followed faithfully.

Any student with an unpaid balance from the previous school year will not be allowed to re-enroll until the balance is paid.

Records for students will not be released if there is an outstanding balance still owed.

SCHOOL HOURS

The school operating hours are: Monday-Thursday, 8:30a.m.-3:30 p.m. There is no school on Fridays.

ABSENCES AND TARDIES

Please call or text your child's teacher if your child is ill and will not be in school. If your child will be missing school for reasons other than illness, please contact their teacher ahead of time so they can prepare your child's make-up work and have them complete it beforehand.

Please try to have your children at school by 8:30, as chapel is our opening activity, and it is our priority.

School is dismissed at 3:30, and we ask that you would be on time to pick up your children. In case of an emergency, please contact your child's teacher to let them know that you will be late.

It is important to note that attendance is a very large factor in a student's progress. Absences of more than 21 days will be cause for review of the student's progress to consider retention, as required by the state of Washington.

SCHOOL CLOSURES/LATE STARTS

In case of bad weather or poor road conditions, you will be notified by your child's teacher by 7:00 a.m. if there is a school cancellation or 2 hour late start. Please also feel free to check with your child's teacher if you want to be sure that school isn't cancelled or delayed.

CONDUCT STANDARDS/DISCIPLINE POLICY

It is our goal to partner with Christian parents in training their children in Godly behavior. Through example, prayer, instruction in God's Word, and correction, when necessary, we will seek to train children in responsible behavior in accordance with God's Word. Correction will always be administered in a loving manner, and no physical punishment will be administered. At CCCS, we use these training principles: consistency, clearly communicated expectations and directives, positive reinforcement for making good behavior choices, and consequences for bad choices. The disciplinary measures we will use are the loss of privileges, written sentences instead of recess, and, of course, any necessary apologies. For any major infractions, such as cheating, lying, arguing, hitting, disruptive behavior, and rude/disrespectful behavior or talk, parents will be informed.

Our objective is to develop respect for authority and to develop self-discipline in each student.

We also want to maintain a safe and healthy environment for our students.

In the event that a child is unmanageable or disrespectful to the point that he/she disrupts class or threatens the well-being of the other children, the parents will be contacted to pick the child up. Fighting, possession of lethal weapons at school, bullying, threatening or abusive language, stealing, use of drugs or alcohol, or incorrigibility will be grounds for suspension and possible expulsion. In any of these cases, the child may not return to school until an investigation is completed and a school administration meeting convenes to discuss and decide the outcome. It is expected that these extreme cases would be very rare, if at all, but the policy needs to be in place for the protection and well-being of all the students. Another rare occurrence might be a child with emotional issues that cause extreme behavior. If we are not able to deal with this type of behavior effectively, and it happens more than once, we will have to consider terminating services; again, for the well-being and protection of the other students.

DRESS CODE

Choice of clothing for school should be appropriate for the setting and the season, and should always reflect our Christian witness. The administration reserves the right to decide whether an article of clothing is appropriate for school. Specifically, for girls, low cut tops, tops with spaghetti straps, tops with off-the-shoulder sleeves and/or showing the midriff are not appropriate. Shorts and skirts must not be shorter than 4 inches from the middle of the knee. Clothing must not be too tight, nor can undergarments be showing. Boys may not wear T-shirts with the sides cut open. In addition, any writing or graphics present on clothing should reflect our desire to be Christ-like. Modesty is the standard we want to expect and enforce at CCCS.

SEXUAL HARASSMENT POLICY

CCCS strives to create a wholesome and Godly environment for the students as well as the staff to thrive in. We believe that it is of utmost importance that we behave in a way that is of pure intent when interacting with others. We have a zero tolerance policy when it comes to sexual harassment. Our policy regarding such issues is as follows.

Sexual Harassment is defined as unwanted sexual advances whether in the form of visual, verbal, or physical conduct. This definition includes many forms of offensive behavior involving two or more individuals and is not discrepant of gender.

Some examples of inappropriate behavior are:

- Making or using derogatory comments, slurs, or jokes.
- Verbal sexual advances or commentaries about an individual.
- Sexually degrading words used to describe an individual.
- Inappropriate touching
- Unwanted sexual advances
- Visual enticement or inappropriate body language

Any form of sexually inappropriate behavior, whether initiated by a student or staff member, will not be tolerated. If you believe you are being, or have been sexually harassed in any way, or if you have witnessed behavior you believe is considered inappropriate, please report the facts about the incident to the school principal or the church pastor. In determining whether the alleged conduct constitutes unlawful harassment, the totality of the circumstances will be investigated.

Any violation of the stated policy on sexual harassment will result in disciplinary action including termination of employment for an employee or expulsion for a student.

FIELD TRIPS

Field trips of an educational nature are a fun addition to the regular routine at CCCS. There will be several occasions for field trips throughout the year. For each trip, every child must have a permission slip and a medical release form signed by the parent or guardian. Transportation is usually provided by volunteer parent drivers.

HOMEWORK

The purpose of homework is to help develop responsibility and academic discipline. Homework is assigned Monday-Thursday in grades K-8. This may include classwork that didn't get finished, studying for a test, or one extra practice worksheet. Homework generally requires from 15-30 minutes, depending on the grade level. Over the three day weekend, students will be responsible for a take-home school packet that is due the following Monday.

LUNCHEES AND SNACKS

Morning recess is at 10:15 a.m. students may bring a snack to eat before going out to recess. Students need to bring a cold lunch, but we do have a microwave for warming up food items. We also have a small refrigerator for perishable items. If your child has a food allergy, please let their teacher know so we can monitor the foods they come in contact with. Lunchtime is at 11:40, in case you are delivering lunch to your child.

MATERIALS AND FACILITY USE

Any lost books or damaged school materials must be paid for by the individual responsible, and a charge will be applied to the billing statement. We encourage the students to be responsible and careful with materials that they use and/or might bring home, and hopefully, lost or damaged items won't be an issue.

REPORT CARDS/CONFERENCES

CCCS is on a quarterly grading system, and report cards will be prepared and mailed out at the end of each quarter to evaluate progress and alert parents of problems and/or incomplete assignments. Report cards will also reflect effort and provide information on work habits. In grades K-1, the level of achievement will be conveyed using S+, S, and S-. In grades 2-8, the level of achievement will be conveyed using percentages and letter grades, with a scale of:

90-100%	A
80-90%	B
70-80%	C
60-70%	D
Below 60%	Failing

Conferences are another way for the teachers to give information to parents and enlist help in providing a solid education for their children. The first conference is held in the middle of the first quarter, and the last conference is scheduled during the third quarter. These are important times for assessing work habits and discussing any curriculum areas that need strengthening or adjustment.

Informal conferences can be requested by the parent or teacher at any time, about any concern. We welcome your input and value conversations with you about your children's progress.

STANDARDIZED TESTS

Every spring, each student in grades K-8 will take the Iowa Test of Basic Skills standardized test to chart their progress on a national level. The results will be mailed with the end of the year report card and will become part of the permanent record.

FIRE DRILLS/SAFETY

Fire drills will be conducted quarterly. Standard safety measures will also be implemented daily, such the exterior doors to the classrooms remaining locked during the day.

INJURIES

Minor injuries will be attended to at school. In the case of a more serious injury, parents will be notified immediately.

MEDICATIONS

Medication will be administered only by written request from the parents. The medication must be in the original prescription container with written instructions provided.

SICKNESS AT SCHOOL

If your child becomes ill at school, the teacher will call so you are able to come and take your child home. If your child has a fever, is vomiting, or has a bad cough and chest congestion, please keep your child home, and call the teacher to let us know. In case of any other contagious ailments, such as pink eye or head lice, also please keep your children home and contact their teacher so we can let all the parents know.

In addition, we are asking the parents to take extra precautions at this time due to Covid-19. Please keep your child home if they exhibit any cold/flu like symptoms. Some extra precautions will be taken at school such as extra handwashing, sharing guidelines, and space awareness.

