

**First Baptist Christian Schools of
Stockton
Elementary
Parent –Student
Handbook
2017 - 2018**



**First Baptist Christian Schools
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Stockton, California 95204
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NON-DISCRIMINATION STATEMENT

First Baptist Christian Schools, FBCS, admit students of all races, colors, and national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at FBCS. FBCS does not discriminate on the basis of race, color, national or ethnic origin in administration of educational policies, admissions policies, scholarship and loan programs, athletic or other school-administered programs. However, FBCS reserves the right to refuse admission or to discontinue enrollment of any student unwilling to comply with the school's policies or unable to meet and or achieve the school's levels of academic or behavioral standards.

MISSION STATEMENT

The mission of First Baptist Christian Schools is to glorify God by educating, training, and nurturing students in their spiritual, academic, physical, emotional, and social development, which leads to the formation of God's character within and equips them for a life of service to their Savior, homes, churches, vocations, and communities (Prov. 22:6). This is achieved through a Christ-centered education based on the authoritative and infallible Word of God.

STATEMENT OF FAITH

- **In essential beliefs - we have unity.**
"There is one Body and one Spirit...there is one Lord, one faith, one baptism, and one God and Father of us all..." (Ephesians 4:4-6)
- **In non-essential beliefs - we have liberty.**
"Accept him whose faith is weak, without passing judgment on disputable matters...Who are you to judge someone else's servant? To his own master he stands or falls...So then each of us will give an account of himself to God... So whatever you believe about these things keep between yourself and God." (Romans 14:1, 4, 12, 22)
- **In all our beliefs - we show charity.**
*"...If I hold in my mind not only all human knowledge but also the very secrets of God, and if I have the faith that can move mountains - but have **no love**, I amount to nothing at all."* (1 Corinthians 13:2)

THE ESSENTIALS WE BELIEVE:

WE BELIEVE the Bible to be the inspired, infallible and authoritative Word of God without error in the original writings... (2 Timothy 3:15-17)

WE BELIEVE in one God, Creator of all things, infinitely perfect and eternally existing in three persons: Father, Son and Holy Spirit... (Acts 2:32-33; Matthew 28:19)

WE BELIEVE that all people have sinned and come short of the glory of God; regeneration by the Holy Spirit through faith in the Lord Jesus Christ is absolutely essential for the salvation of the lost and sinful people... (Romans 3:22-24; 6:23; John 16:5-11)

WE BELIEVE in the Deity and the virgin birth of our Lord Jesus Christ, that He died upon the cross as a substitutionary sacrifice for the sin of the world, that He rose from the dead and ascended into heaven, from where He will return with power and glory, and He provides the only means of salvation for us through his grace... (Matthew 1:20-25; Acts 2:22-36)

WE BELIEVE in the doctrine of justification by faith, realizing that it is impossible for a person, through works, to save oneself. “Therefore, being justified by faith, we are at peace with God through our Lord Jesus Christ.” (Ephesians 2:8-9; Romans 5:1)

WE BELIEVE in the eternal security of the true believer... (Romans 8:31-39; I John 5:18; 2 Timothy 1:12; John 14:16; Ephesians 1:13, 14)

WE BELIEVE in life after death, “that there shall be resurrection of the dead, both of the just and unjust.” (Acts 24:15)

WE BELIEVE in the resurrection of the saved into everlasting life in heaven, and the resurrection of the lost or unsaved into eternal punishment... (Matthew 25:36; John 5:24-29)

WE BELIEVE it is important to clearly communicate the message of the cross, our personal relationship with Jesus Christ and to make disciples of all people. (Matthew 28:18-20)

WE BELIEVE that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its distinctions, including preborn babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Ps. 139).

WE BELIEVE that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image of nature and of God. We believe that rejection of one’s biological gender is to reject the work of the Creator (Gen. 1:26-27).

WE BELIEVE that the term “marriage” has only one meaning: the unity of one man and one woman in a single, exclusive union, as delineated in Scripture (Ge. 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Cor. 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

WE BELIEVE that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matt. 15:18-20; 1 Cor. 6:9-10).

WE BELIEVE that in order to preserve the function and integrity of First Baptist Christian Schools as the local body of Christ, and to provide a biblical role model to the FBCS members and the community, it is imperative that all persons employed by FBCS in any capacity, or who serve as volunteers, agree to and abide by this Statement of Faith (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22).

WE BELIEVE that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom. 10:9-10; 1 Cor. 6:9-11).

WE BELIEVE that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of FBCS.

FINAL AUTHORITY FOR MATTERS OF BELIEF AND CONDUCT:

This Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God which speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of FBCS' faith, doctrine, practice, policy, and discipline, the Diaconate Board of First Baptist Church is FBCS' final interpretive authority on the Bible's meaning and application.

PHILOSOPHY OF EDUCATION

The philosophy of First Baptist Christian Schools is based on a God-centered view that the only truth is God's, and that the Bible is the inspired, infallible, and authoritative Word of God that contains this truth. The aims of our program are as follows:

- To clearly communicate the message of salvation through faith in Christ and power through the Holy Spirit to live a redeemed life.
- To provide an educational experience based on God's Word that will result in clear, critical thinking and the development of a biblical world view and Christ-like character in each student.
- The staff of the school is dedicated to the responsibility of providing a high standard of Christ-centered education.

DISCIPLINE PHILOSOPHY

FBCS requires all students, employees, and volunteers to adhere to the Christian Code of Conduct outlined in the school handbooks. It is the intent of FBCS to develop Christ-like character in each student, employee, and volunteer as evidenced in the life of Jesus Christ, through the application of God's Word. FBCS, in the effort to correct sinful behavior and restore the individual to full fellowship with the religious community of FBCS, employs the use of a Disciplinary Action Plan. However, failure to comply with expected standards of conduct may result in disciplinary action up to and including expulsion or dismissal. Expectations and rules are discussed with all students, employees, and volunteers.

CODE OF CHRISTIAN CONDUCT

The standards of student conduct, which imitate those of our Savior, are at the heart of a Christian education. It says in Ephesians 5:1, "Be imitators of God therefore, as dearly loved children. . ."

Standards of conduct form an integral part of our educational objectives as well as promote the development of Christ-likeness in our students at FBCS. The pattern for students at FBCS is not a worldly one, but our Lord Jesus Christ himself. It is our goal to direct student behavior at all times toward pleasing Him and "whatever you do, do it all for the glory of God" (1 Corinthians 10:31).

The following biblical principles of Christian Conduct should guide the behavior of all students:

Truthfulness

"Therefore each of you must put off falsehood and speak truthfully to his neighbor, for we are all members of one body." Ephesians 4:25

Self-Control

"For man's anger does not bring about the righteous life that God desires." James 1:20

Honesty

"Finally, brothers whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable—if anything is excellent or praiseworthy—think about such things." Philippians 4:8

Wholesome Speech

“Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.” Ephesians 4:29

Positive Attitude

“Get rid of all bitterness, rage and anger, brawling and slander, along with every form of malice.” Ephesians 4:31

Love for Another

“... and live a life of love, just as Christ loved us and gave himself up for us as a fragrant offering and sacrifice to God.” Ephesians 5:2

Purity

“Flee from sexual immorality. All other sins a man commits are outside his body, but he who sins sexually sins against his own body. Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God? You are not your own; you were bought with a price. Therefore, honor God with your body.” 1 Corinthians 6:18-20

DISCIPLINARY ACTION PLAN

<p>LEVEL I First Violation: Citation Only</p> <ul style="list-style-type: none"> ○ Gum/Candy ○ Unsafe play ○ Disrupting learning ○ Disrespect toward others ○ Disobeying classroom/playground rules ○ Dress Code ○ Other <p style="text-align: center;">Level I Second Violation: Citation to Office, 1 Day Detention, and Student Conference</p> <p style="text-align: center;">Level I Third Violation: Citation to Office, 1 Week Detention, and Parent, Student, Principal Conference</p> <p style="text-align: center;">Level I Fourth Violation: 1 Day Suspension</p>	<p>LEVEL II First Violation: Citation to Office, 1 Week Detention, and Parent, Student, Principal Conference</p> <ul style="list-style-type: none"> ○ Profanity ○ Spontaneous cheating ○ Lying ○ Forgery ○ Other ○ Habitual violation of Level I Offenses <p style="text-align: center;">Level II Second Violation: 2 Day Suspension</p> <p style="text-align: center;">Level II Third Violation: 5 Day Suspension</p> <p style="text-align: center;">Level II Fourth Violation: Board Review for Possible Expulsion</p>	<p>Level III First Violation: 2 Day Suspension</p> <ul style="list-style-type: none"> ○ Deliberate or habitual disobedience/defiance ○ Willful Cheating/Plagiarism ○ Vulgarity/Obscene Acts/Habitual Profanity ○ Willful use of force on another person ○ Bullying ○ Fighting/Causing injury ○ Vandalism ○ Threatening staff or students ○ Instigation/Agitation/Interference ○ Weapons ○ Sexual harassment ○ Theft ○ Possession of tobacco or controlled substance ○ Other ○ Habitual violation of Level II Offenses <p style="text-align: center;">Level III Second Violation: 5 Day Suspension</p> <p style="text-align: center;">Level III Third Violation: Board Review for Possible Expulsion</p>
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Any of the following behaviors or actions may result in suspension or expulsion:

FBCS DISCIPLINE POLICY SUSPENDABLE OFFENSES (California Education Code 48900):

- **Willful Force on Another Person**

Hitting, biting, or pushing an innocent person.

- **Fighting or Threatening to Cause Physical Injury to Another Person**

Fighting in which both parties have contributed by verbal, written, and/or physical action.

Threatening to cause physical injury to another student.

- **Agitation**

Instigating or causing fights, encouraging others to fight.

- **Possession of Any Type of Knife, Weapon, or Dangerous Objects at School**

This includes knives, explosive devices or dangerous objects such as fireworks, pepper spray, laser light pointers, razor blades or any objects that have potential to cause bodily injury.

- **Possession of Tobacco, Alcohol, or Any Controlled Substance**

- **Robbery or Theft**

Attempting to take or taking another's property

- **Willful Damage to School or Personal Property**

Intentionally damaging or destroying: graffiti, arson, vandalism, etc. school or personal property such as books, materials, furniture, buildings or grounds. Use of spray paint or marker pens without permission of school authority.

- **Profanity or Vulgarity/Obscene Acts**

Habitual profanity, vulgar language, lewd gestures, pornography, or obscene act.

- **Disobedience**

Disrupting school activities and defying the authority of school personnel. Failure to comply with disciplinary consequences, defiance, disrespect, and classroom disruption.

- **Cheating/Plagiarism**

Copying work of others, submitting it as one's own work, securing examinations or answers, copying assignments from the internet and submitting it as one's own work.

- **Sexual Harassment**

Making any sexual advances, requests, or verbal, visual or physical conduct of a sexual nature.

- **Harassment/Intimidation/Bullying**

Participating in harassment, threats, or intimidation by means of expressed, physical, or electronic act which results in a hostile environment.

SUSPENSION

A suspension is mandated time away from school for disciplinary reasons. During the period of suspension, the student will:

1. Remain off-campus during the entire period of suspension.
2. Be ineligible for all co-curricular and extra-curricular activities of the school during the period of suspension. (This includes all drama, choir, after school enrichment programs, and athletic functions. The period of suspension may extend over a vacation, a weekend, or overnight.)
3. Receive no credit for any work completed in class during the period of suspension. This includes all assignments, quizzes, or tests given.
4. Miss any scheduled field trip during the suspension period.

A student shall not be suspended or expelled for any of the acts enumerated in the "Suspendable Offenses" section, unless that act is related to school activity or school attendance. A student may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to any of the following:

1. While on school grounds.
2. During after school daycare or school sponsored events and activities both on and off campus.

EXPULSION

Students who display contempt for the Christian way of life and the FBCS Discipline Policy will be recommended to the Board for expulsion. The decision of the Board is final.

HARASSMENT POLICY

First Baptist Christian School is committed to maintaining a school environment in which all individuals treat each other with dignity and respect and that is free from all forms of intimidation, exploitation and harassment, including sexual harassment. The definition of harassment is as follows: “The severe or repeated use by one or more students of a written, verbal, or physical act or gesture, or any combination thereof, directed at another student, designed to intentionally hurt that person physically or mentally.” The administration will take action to prevent and correct any violation of this policy. Anyone who violates this policy will be subject to discipline, up to and including suspension or expulsion. Students who feel they have been subjected to conduct of a harassing nature should promptly report the matter to the immediate staff member in charge. Students who observe conduct of a harassing nature should also report the matter to the immediate staff member in charge. All complaints will be promptly investigated and submitted to administration for review.

SCHOOL RULES

The following campus rules are formulated to protect children, adults, and school property. They are to be followed by all students at FBCS.

1. Respect all school property as well as the property of all students. Students are to be good stewards of what God has given them, their friends, and First Baptist Christian Schools.
2. Adults are always to be addressed as Mr., Mrs., Miss, Ms., Doctor, or Pastor.
3. Students are to stay in their supervised area unless given permission to leave. The school is a closed campus. Parents must come to the school office to sign a student out if they are to be picked up during school hours. Students are not allowed to sign themselves out or to wait outside to be picked up.
4. A Teacher or an Administrator must grant permission before an animal can be brought onto campus.
5. Students are not to bring objects to school which are irrelevant to education or are a distraction (i.e. toys, lighters, matches, fireworks, radios, CD players, cameras, video games, knives, games, cards, electronic or electrical equipment, laser pointers, etc.). These items will be taken away and disciplinary action may occur. If in doubt about whether something can be brought to school, check with the office.
6. While on school grounds, bicycles must be walked. Skateboards or any form of roller skates are not allowed on campus. Students who ride their bikes to school must make sure that their bike is placed in the bike rack and locked. A bike must be walked on and off the campus at all times. Skateboards or any form of roller skates including shoes with wheels, are not allowed on campus.

7. **NO GUM IS ALLOWED ON CAMPUS!** A student will receive a citation if chewing gum on campus.
8. Students are to follow a “hands off” policy. **NO** fighting, kicking, hitting, slapping, play fighting, wrestling, karate movements, or rough play, etc. are permitted. **Any fighting or harassing another student before, during, or after school may result in a suspension from school.** This applies to all school activities whether on the campus or off campus.
9. Students are **NEVER** to be in a classroom without a staff member present.
10. Students will not be permitted to sell non-FBCS sponsored products on campus, make deliveries, or take orders for the sale of products.
11. Cell phones and other electronic devices may not be seen or heard while on campus. All devices must be off (not set on silent or vibrate). Text messaging is not allowed. Violations will result in confiscation of the item and possible examination of the contents.

PLAYGROUND RULES

- Obey directions of school staff at all times.
- Consult with staff when having difficulties or trouble on the playground.
- No playing in the restrooms.
- Toys from home are not allowed during recess, before, or after school.
- Wrappers from snacks and other trash must be discarded in trash cans.
- Stay within the playground boundaries.
- Do not run on sidewalks or stairs.
- Do not throw objects from stairs.
- Do not throw objects including rocks, bark, dirt, book bags or lunch boxes.
- No teasing, name-calling, intimidation, or bullying.
- No spitting or throwing water or other liquids.
- All games are open to anyone who wants to play at the start of the game.
- No seeds or nuts in shells for snack items.
- Follow the hands-off policy. No hitting, slapping, kicking, grabbing, pulling or pushing. Games involving wild running, physical contact or other forms of rough play are not permitted.

STUDENT MANAGEMENT

New Student Probation

All new students are placed on Behavior Probation for the first 90 days of their school year and are subject to the FBCS Disciplinary Action Plan as outlined in the Parent/Student Handbook. If there are no behavior issues during that time, the student will be removed from Behavior Probation at the end of the 90 days.

Students are guided by all staff to make good choices when it comes to behavior at school. Students are taught that they are responsible for the choices they make and consequences of these choices. They are allowed to practice working out their problems at school with their peers.

Academic Probation Policy

This policy is designed to help students succeed in grades 6, 7, and 8 and to graduate with their class. Students not passing any core classes at the end of a trimester will be placed on academic

probation. Academic probation means that a student must improve his or her academic performance in order to continue enrollment at FBCS.

Cheating/Plagiarism

Cheating includes whispering, talking or any behavior that leads the teacher to believe that cheating is taking place. Plagiarism is copying work from the internet word for word or copying from other sources. When cheating/plagiarism occurs, the student will receive a 0 on the work involved and a citation. The student's parents will be notified. Additional incidents of cheating/plagiarism will result in further disciplinary action that could include suspension.

Stealing

When a student is caught stealing, the parents will be notified and immediate correction will take place that could include suspension or expulsion.

Detention

Students may receive an assigned detention for failing to meet school guidelines of behavior and conduct. Detention is not scheduled at the convenience of the student. A detention is served after school from 3:05 until 3:30 p.m. Parents will receive a notice of the time and date that the student is to serve detention. The school faculty will monitor all detentions. Students must be picked up promptly at the end of detention, 3:30 p.m., or the student will be sent to Extended Day Care. A change in the detention date can be made only with administrative approval.

PARENT/TEACHER CONCERNS

Dealing with Parent/Teacher Concerns According to Matthew 18:15-20

A parent who has a concern about a teacher or classroom situation should follow these steps:

1. Make an appointment to meet with the teacher involved. If no resolution is achieved after meeting with the teacher, then-
2. The parent should meet with the Principal. A meeting will be set up between parent, teacher, and principal. If no resolution is achieved after a meeting with the teacher and principal, then-
3. The parent should meet with the teacher, principal and pastor. At this level, the decision of staff is binding.

We hope this procedure will more easily resolve matters and provide a Scriptural way to address concerns.

NOTE: The teacher's school days (8:00 – 3:15) are devoted to our children and this part of their day should not be disrupted, so please contact them at a mutually agreeable time. The aforementioned conflict resolution policy demands that concerns be directed to the individuals specifically involved at each meeting stage before sharing information with participants at the next stage of communication.

SCHOOL PROPERTY

- First Baptist Christian School will not replace and/or reimburse students for lost/stolen articles.
- Students and their parents/guardians are responsible for damaged property (personal, school or church) whether the damage was accidental or willful.
- Lost and found items will be cleaned out every two weeks and donated to a charitable organization. Uniform items will be given to the PTN clothes closet. The Lost and Found is located upstairs in the lunchroom.
- Names should be written in all outerwear garments (coats, sweaters, etc.).

PERSONAL POSSESSIONS

Students are not to bring personal possessions to school. Personal possessions that are brought to school are brought at the responsibility and risk of the owner. The school is not responsible for loss of or damage to an individual's possessions. The school's insurance covers school property only.

Electronic Tablets (i.e. Kindles, Nooks) can be used in grades 6, 7, and 8 only. They must be used exclusively for reading. Parents and students must sign a Use Policy in order for Electronic Tablets to be used on campus. The school is not responsible for these devices.

BIBLE

Each student, (3rd-8th grade), will need to provide their own Bible. As a school, in order to have the same study and Bible memory reference, the school has chosen the New International Version Bible, (NIV 1984), to use in the classroom. As meanings of verses and words are discussed as well as memorization, it makes understanding easier if all students can refer to the same translation.

ADMISSIONS POLICY

It is the desire of FBCS to provide the best education that can be given through classroom instruction. In keeping with the overall philosophy and mission of FBCS, an admissions policy has been established. The school recognizes however, that it cannot meet the need of every child who wishes to enroll at FBCS. It is the School Board's intention that every child has a successful educational experience. Therefore, the following guidelines have been adopted:

- **Traditional** Kindergarten placement requires children to be five years old by September 1st and meet the requirements for kindergarten readiness assessed through the FBCS Kindergarten Readiness Exam.
- **Transitional** Kindergarten placement is for children who will be five years old between September 2nd and December 31st and for children who do not meet the requirements for kindergarten readiness assessed through the FBCS Kindergarten Readiness Exam.
- It is required that the student and at least one parent, guardian, or family member in the household be regular attendees at a local evangelical church and agree to the FBCS Statement of Faith.
- Emotionally challenged children or those physically handicapped are admitted only if it is determined that FBCS is able to accommodate their needs appropriately.
- Students above the fourth grade should desire to attend by their own volition.
- Any student who exhibits contempt for the Christian way of life, or fails to adhere to the Christian Code of Conduct outlined in the FBCS Parent/Student Handbook, will not be admitted or continue enrollment at FBCS.
- Prospective students are required to have a conduct record that meets school standards. Students who have been expelled from a school or have a juvenile record will not be accepted for enrollment at FBCS. This also applies to a student with a pattern of suspensions from previous schools.

- FBCS admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. FBCS does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, student financial aid, athletic and other school administered programs.
- FBCS does not have the resources to enroll students who are identified as special education students and/or have a current IEP from a school district.

FINANCIAL POLICY

Tuition and Fees

Tuition is an annual fee based on a 10-month billing cycle beginning August 1st and concluding May 1st. Tuition payments are due on the first day of each month and incur a late fee of \$25.00 if not paid in full by the tenth of the month. A service fee of \$25.00 will be charged for all returned checks. School daycare is based on a 9-month billing cycle beginning on September 1st. Daycare registration applications are not accepted without full payment of the daycare registration fee. Daycare payments are due on the 1st of each month. Unless otherwise noted, all other fees including registration technology, field trips, athletics and other fees are due in advance.

Past Due Accounts

Accounts that become 30-days past due will result in the withdrawal of the student until the account returns to good standing. Students are not allowed to participate in graduation activities or the annual awards assembly if their account is past due. If your account is delinquent twice resulting in two late fees, you will be required to have your tuition payments and daycare charges (as applicable) automatically deducted from your bank account through FACTS Tuition Payment Program.

Early Withdrawal

If it becomes necessary to withdraw a student from First Baptist Christian Schools, the parent/guardian must complete a withdrawal form, which is available in the school office. A 30-day notice is required for withdrawal of a student. The parent/guardian will be financially responsible for the full month's tuition.

CURRICULUM

The academic program at FBCS is designed to give the student the strongest possible background in the basic learning skills. The curriculum used at FBCS meets the California Standards in all subject areas.

COMMUNICATION HOME

In order to effectively inform parents of school activities, curriculum requirements, and current news regarding FBCS, each family will be given an annual school calendar and classroom information. Parents are asked for email addresses for communication through this media. Classroom information will be emailed through Gradelink. In addition, each teacher at FBCS has a website where homework and academic information is posted for parents. Teacher Pages can be accessed on the school website at www.fbcschools.com.

STUDENT HEALTH

The physical health and welfare of each student is important. Please do not send your student to school at any time with a fever. A student needs to be fever-free for 24 hours before returning to school after an absence.

Medication

Administration of Medication and Incidental Medical Services

FBCS recognizes that a child may require the administration of medication or need incidental medical services while in the care of the non-medical staff of FBCS. FBCS retains the right to make admission and retention decisions for individual children based on whether it can meet the needs of the individual child.

FBCS has developed the following 3 categories of medication and incidental medical services and the various requirements for each type of medication or medical service to be administered by the non-medical staff of FBCS.

1. **OVER THE COUNTER MEDICATIONS** – including but not limited to homeopathic remedies, pain relievers, antihistamines, cough drops, etc.
 - At no time will any medication be dispensed without the original packaging, a labeled liquid measurement dispenser if needed, AND the required consent form (ELEM109 or LIC9221).
 - Medication will only be administered according to the instructions on the product’s label.
 - Pain relief medications left on file for the year will require parental consent via personal contact each time they will be administered.
 - Product expiration dates will be strictly adhered to.
 - Any medication not picked up within 7 days of the administration termination date will be properly disposed of by FBCS.
 - Only adults will be allowed to drop off or pick up medication.
2. **PRESCRIPTION MEDICATION** – including but not limited to antibiotics, inhalers, or other daily prescriptions, etc. which contain specific dosing instructions per the physician’s orders on the label.
 - At no time will any medication be dispensed without the original packaging, a labeled liquid measurement dispenser if needed, AND the required consent form (ELEM110 or LIC9221).
 - Medication will only be administered according to the physician’s orders indicated on the original pharmacy label.
 - Any physician order which indicates administration of medication “as needed” will require an Incidental Medical Service Plan.
 - Product expiration dates will be strictly adhered to.
 - Any medication not picked up within 7 days of the administration termination date will be properly disposed of by FBCS.
 - Only adults will be allowed to drop off or pick up medication.
3. **INCIDENTAL MEDICAL SERVICES AND MEDICATIONS** – insulin, nebulizers, Epi Pens, inhalers labeled use as needed, etc.
 - At no time will any medication be dispensed without the original packaging, a labeled liquid measurement dispenser or other medical supplies if needed, AND the required consent forms (FBCS232 AND LIC9221, LIC9166 for nebulizers).
 - As stated in the required parental consent form, FBCS232, the following documentation must be provided by the child’s physician:

- Written medical orders which includes the following:
 - a. A statement that a non-medical person may provide the incidental medical service and
 - b. A description of the incidental medical service needed and
 - c. If medication is prescribed, the name of the medication, method of administration, amount, and time schedules by which the medication is to be taken and
 - d. Description of the required training for the non-medical licensee or staff.
- As stated in the required parental consent for, FBCS232, the parent/guardian is required to provide training for all non-medical staff of FBCS who have been designated to administer the medication or medical service.
- As stated in the required parental consent form, FBCS232, the child's medication will be transported with him/her during any campus evacuation and/or field trip.
- As stated in the required parental consent form, FBCS232, at least one of the persons who has been designated and trained to administer my child's medication or incidental medical service will be onsite or present at all times when my child is in the care of FBCS.
- As stated in the required parental consent form, FBCS232, it is the responsibility of the parent/guardian to communicate any new physician's orders and to track the expiration dates and replace medicine and/or equipment/supplies as needed.
- Medication will only be administered according to the physician's orders attached to form FBCS232.
- Product expiration dates will be strictly adhered to.
- Any medication not picked up within 7 days of the administration termination date will be properly disposed of by FBCS.
- Only adults will be allowed to drop off or pick up medication.

NO MEDICATION, INCLUDING ASPIRIN, COUGH DROPS, SPRAYS, PRESCRIPTION DRUGS, ETC. ARE TO BE CARRIED BY A STUDENT WHILE ON THE CAMPUS OR AT A SCHOOL ACTIVITY. Students with asthmatic conditions requiring the use of an inhaler must have a prescription on file with the office specifying the conditions for use. A physician may prescribe an inhaler to be carried by the student. This must be indicated on the "Consent for Medication" form.

FBCS DOES NOT provide Tylenol, aspirin, cough drops, etc. for use by a student. Special health problems should be discussed with the School Secretary or Administrator.

There are some communicable diseases which require a child to have written clearance before readmission to school. A physician's note may be necessary for readmission to the school, (or if the student's recovery is in question). If your student is ill with a specified communicable disease, please call the school office before returning to school.

Health Documents

Every student is required by the California State Dept. of Health to have his or her immunization record on file in the school office. New students must provide an up-to-date immunization record with their registration packet.

First Grade Physicals / 7th Grade Whooping Cough Immunizations

Every first grade student must submit proof of physical examination that was completed no more than eighteen months prior to starting first grade. Students must show proof of a whooping cough vaccination before entering 7th grade. Parents are asked to inform the school office of any medical condition or restriction that may impact their student while they are at school.

EMERGENCY PREPAREDNESS

FBCS has developed an emergency preparedness plan in the event of a disaster. This would include disasters such as fire, earthquake, lock down, campus evacuation, or power outage. The entire school staff is apprised of the steps to be taken in the event of a disaster and will provide for an orderly and systematic evacuation and or departure from the campus. In the event students are removed from the school campus due to an emergency evacuation, parents will be notified. Earthquake and fire drills are practiced on a regular basis.

INSURANCE RESPONSIBILITY

Should your student become injured at school or at a school function and require medical attention, the parent's health insurance carrier is responsible as the primary insurer for the child. A student must have medical insurance coverage or purchase supplemental insurance through the school (when available). Proof of insurance shall be kept on file in the school office.

STUDENT / PARENT INFORMATION AND EMERGENCY CARD UPDATE

It is the responsibility of the parent to notify the school office to update any address or phone number changes and changes in court orders. Parents should also notify the office when there needs to be a change or an addition to the student emergency card.

EXTENDED DAY CARE

Parents who need to drop off their children before 7:30 a.m. or pick them up after 3:15 p.m. need to register for Extended Day Care. Extended Day Care is available from 6:30 – 7:30 a.m. and from 3:15 - 5:30 p.m. Extended Day Care is available for students on a regular basis. Trained staff provides supervision. Parents may, if they desire, provide an extra snack in the student's lunch for after school. For the safety of all students, any student on campus before 7:30 a.m. or after 3:15 p.m. will automatically be sent to Extended Day Care. Extended Day Care charges are billed on a monthly basis.

A person authorized by a parent or guardian must sign out all students. No child will be released to anyone whose name is not listed on the Extended Day Care registration card. The only exception to this would be a written note or a phone call by the parent or guardian authorizing someone else to pick up their child.

FIELD TRIPS

The educational program may include special excursions and trips for students. These trips will be educational in scope and are designed to be grade appropriate. Students who are on probation for academics or behavior will be allowed to attend off-campus field trips at the discretion of the administration. Only students from the participating class may attend the field trips. **Students and parents are not to bring siblings, friends, or preschool children on field trips.**

Students must have a signed yearly field trip permission form on file before they can attend a field trip. Field trip fees must be paid before a student may attend a field trip. All chaperones attending the field trip must pay the designated field trip fee. Fees for field trips are non-refundable. The number of chaperones for a field trip is at the discretion of the classroom teacher.

FBCS uses the school vans for transportation to and from the field trip destinations. In the event private vehicles are used, the drivers for field trips must have seat belts in their vehicle for each occupant, understand that the school's insurance is secondary to that of the owner of the vehicle, have liability coverage of at least \$100,000.00/\$300,000.00, and refrain from doing anything that is out of the guidelines of the field trip or school policies.

Science Camp is a part of the curriculum for junior high. Students are expected to attend Science Camp when it is part of the school calendar year.

BIRTHDAY CELEBRATIONS

Advance arrangements must be made with the teacher for celebrating a student's birthday at school. Only store bought items may be brought to the school for parties. Soda or red punch is not permitted at school. Birthdays are celebrated during the last half hour of the school day or as arranged with the teacher. Party favors/gift bags are not to be distributed at school.

If you are going to have a party outside of school time and every child in the class is not invited, invitations **may not** be passed out at school. Balloon and floral arrangements are not appropriate for the classroom and if sent, will be kept in the office until after school.

SCHOOL PICTURES

Pictures will be taken in the fall. Please watch for the notices to be sent home.

VISITORS

All visitors to the school must check into the office upon arriving at school and wear a visitor's badge while on campus. Friends or siblings of FBCS students will not be allowed to attend class. Friends or family wanting to meet with employees must check into the office and meet with the employee during his/her break time.

AT NO TIME SHOULD A PARENT GO INTO A CLASSROOM DURING THE SCHOOL HOURS WITHOUT CHECKING IN WITH THE OFFICE. When bringing a lunch, forgotten book, or picking up a child, please come to the office. If you wish to visit your child's class, contact the office to receive permission from the teacher and administration.

Requests to visit and/or observe classroom instruction must be submitted a minimum of 24 hours in advance and be approved by the administration. Visitations cannot exceed 45 minutes in duration.

VOLUNTEERS

Volunteers provide extra services for teachers and students and bring something special to a school. Volunteers are required to sign in at the school office and wear a visitor's badge. Parents volunteering in their child's classroom should make arrangements with the classroom teacher and limit their time to three hours per week per child. All volunteers must complete and abide by the Statement of Faith and Confidentiality Agreement for Classroom Volunteers. Preschool children will not be permitted in the elementary classrooms when parents are helping.

TELEPHONE

Students are not permitted to use the telephone in the school office while on campus. Staff will determine if a phone call to a parent is needed and make the call. Students are to have after school plans prearranged with parents. Staff will call parents in event an unexpected situation occurs. Cell phones must remain off while students are on campus or during off-campus, school-sponsored events/activities. Continual violations of this rule will result in having the phone taken away and parents will be required to pick it up.

PLEDGES

The following pledges will be recited daily:

Pledge to the American Flag

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

Pledge to the Christian Flag

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

Pledge to the Bible

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

ATTENDANCE POLICY

Regular school attendance is required by California State Law and is necessary for academic achievement. Failure of a student to attend school will be considered an absence. Parents should avoid taking a student out of school for family vacations which disturb academic progress. When a student misses more than twenty school days during the year, the student's promotion will be in jeopardy.

Excused Absence

An absence is excused only for the following reasons:

1. Personal illness.
2. Medical or dental appointments (doctor verification required).
3. Death of immediate family (up to 3 days unless placed on Independent Study).
4. Court appearances, with court verification.

The following absences may be excused upon administrative approval prior to the absence. Requests for excused absences must be submitted in writing one week prior to the absence.

5. Family event (up to 3 days) at the discretion and approval of Administration. Family vacations are **NOT** excusable absences.
6. Ministry event (up to 3 days)
7. Mandatory business travel

School Related, Excused Absence

When a student is absent from class for athletics or other school related events and activities, etc. the student is still responsible to complete all tests, quizzes, and assignments. Each student is responsible for finding out from the teacher what assignments are to be completed. Ninth grade preview days are considered school related absences for 8th grade students.

School Work for Excused Absences

A student with an excused absence will be given an opportunity to make up missed schoolwork. A student will receive one day for each day of the excused absence (excluding students on “Independent Study”) to make up schoolwork with full credit.

Tests and major assignments assigned before the absence do not follow this rule and are due immediately upon return to school. Students who miss classes that are graded on participation will be exempt from receiving a participation grade for the date of the excused absence.

Please call or email the school office and your child’s teacher(s) before 9:00 AM when requesting a student’s schoolwork on a day when he/she is absent because of illness. Every attempt will be made to have homework in the school office after 3:30 p.m. on that day and should be picked up by the parent or someone designated by the parent. **Make-up work will only be given for excused absences.**

Independent Study

A student may be placed on Independent Study for the following reasons:

1. Mandatory Work Related Travel.
2. Mission Trips.
3. Bereavement.
4. Extended Personal Illness with doctor’s verification.

For students to receive Independent Study credit, the minimum amount of time determined by the Board of Education is 5 days.

Independent Study Procedure is as follows:

1. Parents/Guardians must pick up and complete the “Independent Study” request form in the school office and submit it to administration and your child’s teacher(s) for approval at least 7 days in advance of the approved travel or absence.
2. All assigned work is due on the day of the student’s return to school as indicated on the Independent Study agreement.

Administration reserves the right to review individual circumstances pending Board approval.

Unexcused Absence

Unexcused absences are any absences not expressly noted in the criteria above, even if accompanied by a parental note. Students receive a zero for any work, test, or quizzes missed during an unexcused absence while still remaining responsible for learning any of the missed instruction.

The authority for determining the legitimacy of an absence rests with the school administration.

Credit for Late Assignments

It is the responsibility of the student to turn in assignments on the date they are due. This includes homework, projects, research papers, essays and class work not completed in class, etc. Students in grades 4 – 8 can turn in assignments one day late and will receive 50% credit. No late assignments will be accepted after one day and a 0 will be recorded in the teacher’s grade book. Students in grades 2 and 3 will be allowed a two day late period before a 0 is recorded in the grade book.

Partial Day Absence

A parent must come to the office and sign the student check out sheet for students who are leaving school early for any reason. Students will be called to the office at that time. Students will not be called out of class until the parent arrives to check them out. No student is allowed to leave campus without following the partial day absence procedure. Students must be in school a minimum of 3 ½ hours a day to be marked present. Students that are in school for less than 3 ½ hours a day will be marked absent for the entire day.

TARDY POLICY

Tardiness is embarrassing to the student, disruptive to the class and can have an adverse effect on a student’s academic progress. When students are prompt they learn self-discipline and responsibility. Students are considered tardy if they are not present during the flag salutes. Students arriving late (tardy) are to stop at the office for a tardy pass. After a student has received 3 tardies per trimester, the parent will receive a letter of notification from the school. A parent conference will be required following the fifth tardy per trimester. The State Board of Education mandates that chronic tardiness to school will result in loss of academic credit for part or all of the school day. Therefore, a student who shows a pattern of tardiness to school faces academic penalties as well as the possibility of withdrawal from the school.

SCHEDULE OF SCHOOL DAY

Extended Day Care Begins	6:30 a.m.
Playground Opens (K-8 th)	7:30 a.m.
School Begins	8:00 a.m.
Kindergarten Dismissal	2:50 p.m.
1st - 8th School Dismissal	3:00 p.m.
Extended Day Care Begins	3:15 p.m.
Extended Day Care Ends	5:30 p.m.

There is no playground supervision prior to 7:30 a.m. **Any K-8th grade student arriving earlier than 7:30 a.m. must be enrolled in Extended Day Care.** Elementary students arriving at 7:30 a.m. or later are to go **directly** to the playground or gymnasium and wait to line up for class. All kindergarten students will be dismissed at 2:50 p.m. Parents pick up their Kindergarten student at 2:50 from the classroom.

All students must be picked up **no later** than 3:15 p.m. Any student on campus after 3:15 p.m. (except those involved in after school programs or school sponsored activities) will be automatically signed into Extended Day Care for their safety and protection. The minimum childcare charge is \$10.00 per hour.

STUDENT DROP OFF AND PICK UP PROCEDURES

Students may be dropped off at the west entrance of the building or at the mall between the buildings and walk to the gym or playground from 7:30 a.m. to 8:00 a.m. Students in grades 2 – 8 are to be picked up in the north parking lot between 3:00 and 3:15 p.m. Teachers will supervise students in class lines until students are picked up. You may drive through or walk up to the car line to pick-up your child. Kindergarten and first grade students are to be picked up from the classroom.

The sidewalk area in front of the building is a no parking/no stopping area. For the safety of our students do not stop your vehicle or park here for any reason.

SCHOOL OFFICE HOURS

During School 7:30 a.m. – 4:30 p.m.
School phone 209-466-1577

Information about the school can be accessed through the Internet by going to www.fbcschools.com. The website contains general school information. This site is regularly updated.

REPORTING ACADEMIC PROGRESS

First Baptist Christian School has an educational management system known as **Gradelink**. This too, among other things, allows a great increase in communication between the school and home. Twenty-four hours a day, parents and students can check grades, attendance records and send e-mails. This system is predominantly utilized for students in grades 1st through 8th. Passwords are distributed on Back to School Night. After that time, you may come in person to the school office and sign for your password.

Every teacher has a web page; homework, class assignments, and activities are all posted on teacher web pages.

Gradelink is a useful tool in keeping parents and students informed. However, information can be misused or misinterpreted.

Report cards are issued three times (trimesters) during the school year. A progress report will be issued for 1st-8th grade students during the middle of each trimester. Kindergarten students do not receive progress reports. The progress report is designed to alert parents to potential academic problems. Parents should contact the teacher immediately if there are questions regarding a progress report or report card.

Parent-Teacher conferences are held during the first trimester. The purpose of these conferences is for the teacher to discuss the student's current progress with the parent. Throughout the school year, a teacher or parent may request a special conference to discuss academic difficulties.

CONTACTING SCHOOL STAFF

Parents can write and staff members can respond when it is most convenient for either of the parties using e-mail. Here are some tips for making the best use of the system.

- Keep it short and simple. Questions need to be specific and concise.
- Avoid complex or highly emotional discussions that would be better served by a phone call or face-to-face meeting with the appropriate person. FBCS teachers desire to partner with

- parents for the success of the students. Simply state your questions or concerns and allow the teacher to respond.
- Address the appropriate staff member following the Matthew 18 principles found on page 10 of this handbook.

HONOR ROLL

Recognizing academic effort and achievement motivates students to give their best effort when doing schoolwork. There are three levels of honor roll, which are awarded to 4th - 8th grade students. These honor roll awards are given at the end of each trimester. Students who fail a core subject are not eligible for Honor Roll for that trimester.

Bronze Honor Roll recognizes a student who maintains a 3.0-3.49 GPA in graded subjects.

Silver Honor Roll recognizes a student who maintains a 3.5-3.99 GPA in graded subjects.

Gold Honor Roll recognizes a student who maintains a 4.0 GPA in graded subjects.

END OF THE YEAR AWARDS

At the end of each school year, a special awards assembly will be held to honor and recognize individual students for outstanding achievement. These awards may include:

Language Arts

Mathematics

Science

Christian Character

Social Studies

Bible

Principal's Honor Roll (4.0 GPA all 3 trimesters)

Perfect Attendance (zero absences, excused or unexcused, zero tardies, and zero early departures)

STANDARDIZED TESTING

Students in grades 3 - 8 will be given a standardized test during the third trimester of the school year. Parents will be given the results of the standardized test.

ATHLETICS

There are opportunities for students, grades 5-8, to be involved in competitive sports, which may include girls' volleyball, co-ed soccer, boys' and girls' basketball (or co-ed). Sports teams are selected after a try-out period. Participation in sports is a privilege that is earned by students maintaining academic eligibility of a minimum 2.0 GPA, no F's, and acceptable conduct during school and on the playing field. Periodic grade checks and behavioral reports will be utilized to ensure academic eligibility. Students who become ineligible during the course of a season may be allowed to attend practices at the discretion of the Administrator. Participation requirements include parental approval and payment of the appropriate fees.

LUNCH AND SNACKS

Lunches are to be brought to school in the morning by the students. **Parents may bring lunches as "special treats" occasionally; however, parents are not to do this on a regular basis.** Lunches should be nutritionally balanced with a minimal amount of processed sugar. All students eat in the

lunchroom or outside table area. **NO SODAS OR RED COLORED DRINKS ARE PERMITTED. No Pizza or Taco Lunchables.** Parents are encouraged to join their child for lunch on occasion but must first check in at the office for a visitor's badge and always defer any disciplinary concerns to the lunchtime staff. Snacks are allowed at the morning recess and for extended day care. Snacks should have good nutritional value. **Seeds and nuts with shells are not permitted.**

LUNCH BOXES

Lunch boxes may contain only characters and slogans that are non-violent or do not imply a negative connotation.

CAFETERIA RULES

- Do not leave your seat without permission
- Raise your hand to ask for help or to use the restroom
- Use inside voices
- No playing
- No trading/sharing food

TEXTBOOKS

A curriculum fee is charged to all students accepted at FBCS. This fee helps to cover the cost of the curriculum and computer lab. Students may keep all consumable curriculums. Non-consumable textbooks must be returned to the school in good condition.

Each teacher will issue student textbooks. **ONLY NON-ADHESIVE BOOK COVERS MUST BE USED.** It is the responsibility of the student to see that these books are properly cared for since they are school property. Students will also be allowed to check out books from the school library during the school year. Every precaution must be taken so that books are not lost or damaged. Beyond the normal wear and usage of the textbook or library book, students will be held responsible for payment of lost or damaged books.

CLASSROOM SUPPLIES

During the summer break, each teacher will send out a letter to their class describing what types of materials and supplies will be needed for the school year. In addition to this supply letter, each teacher may require the periodic purchase of school materials and supplies during the school year.

BACKPACKS

Backpacks may contain only characters and slogans that are non-violent or do not imply a negative connotation.

HOMEWORK

Homework is an essential part of a student's educational experience. Homework assignments will be given that are appropriate to the student's grade level. Wednesday evening assignments will be kept to a minimum to encourage students to participate in church activities. Parents can check the website at www.fbcschools.com to see what the homework assignments are for their children.

Please keep in mind that information found on the teacher web page can change during the course of the week.

Purpose of Homework

- To establish the habit of independent study and teach responsibility for assignments.
- To complete unfinished class assignments.
- To practice and apply skills taught in the classroom.
- To involve the parents/guardians in their child's education.
- To participate in activities that challenge the abilities of the student.
- To make up assignments that were missed due to absences.

Responsibilities of Parents/guardians

- Set a definite time and place for study.
- Take an active interest in what your child is doing.
- Give encouragement and supervision, but **do not do the work for your child.**
- Follow teaching methods used in the classroom if possible.
- Communicate with the teacher for specific help when needed regarding homework.

PARENT TEACHER NETWORK (PTN)

FBCS has a PTN to support students, teachers, and parents as they pursue academic and spiritual excellence. Parents/guardians of FBCS students and FBCS faculty are members of the PTN. Both parents and teachers will be encouraged to be involved in scheduled PTN meetings and activities.

CHAPEL

Chapels are held weekly in the Rainforest Room. Chapels are scheduled for every Wednesday with grades K – 4 at 8:15 a.m. and grades 5 – 8 at 9:00 a.m. Chapels are an important part of the program at FBCS. Chapels are a time of spiritual teaching, fellowship, and praise. Parents are welcome to attend chapels; however, students are required to sit with their classmates at chapel. There is a parent section provided. There will be an offering taken for missions at the weekly chapels. No food or beverages are allowed in chapel.

UNIFORM DRESS CODE

First Baptist Christian School has a uniform dress code for kindergarten through eighth grade students. The standards of dress for the school are based on modesty, cleanliness, comfort, safety and practicality. They are intended to encourage reverence for God, modesty in dress, school unity and spirit, and to give priority to the inward character over outward appearance.

In accordance with Genesis 1:26-27 and the Statement of Faith, it is required that all FBCS students adhere to the following policies regarding dress and use of restroom and locker facilities:

- Must dress in conformance with one's biological gender according to school dress code outlined in the Parent/Student Handbook.
- Must use the restrooms and locker facilities in conformance with one's biological gender.
- All students are expected to comply with the dress code unless otherwise stated by the Administration.

Uniforms are to be worn while students are on school grounds unless they are involved in an activity that requires different clothing. The judgment of the administration is final in interpreting and clarifying the dress code. FBCS reserves the right to make changes to the dress code when

necessary. Parents and students agree to comply with the Dress Code when signing the application to attend FBCS. Uniform clothing other than the FBCS plaid can be purchased at any local retailer.

Lodi Uniform - for FBCS plaid

847 N. Cluff Ave., Ste. A6

Lodi, CA 95240

(209) 333-9909

www.lodiuniform.com

GIRLS DRESS CODE

Shirts and Blouses

Polo shirts, short or long sleeves and turtlenecks in the following solid colors: Navy blue, light blue, heather gray, hunter green, white, or yellow. School logo t-shirts and polos are also acceptable.

Any shirt worn as an undershirt must be a uniform color. White blouses with Peter Pan Collars may be worn with jumpers and skirts. Shirts may be purchased in the uniform section of any retail store. All shirts and blouses must be tucked in.

Pants and Shorts

Pants and shorts must be navy or khaki in color. The hem for shorts must be no shorter than four inches above the knee when kneeling. Pants and shorts may also be purchased from the uniform section of any retail store, but must meet the uniform criteria for length and fit. No tight fitting or cargo pants or shorts. Girls in 4th grade and above must wear a belt if clothing has belt loops. **Belts must be solid navy, white, black, or brown only.**

Jumpers, Skirts and Dresses

The FBCS plaid is only available through Lodi Uniform. No other uniform plaid is acceptable. Navy blue and khaki are also an option for jumpers and skirts. The hem for all jumpers and skirts must be no shorter than four inches above the knee when kneeling. Skirts cannot be rolled up at the waist. Spandex or other shorts may be worn under jumpers and skirts, but must not be visible.

Jackets/Sweatshirts/Sweaters/Vests (Boys and Girls)

Jackets may only be worn outside the classroom and may not have any print or graphics that are not consistent with Christian beliefs and values. **ONLY school logo sweatshirts or solid, uniform colored sweatshirts or sweaters may be worn over uniform shirts.** Hoods on jackets and sweatshirts can be put up while outside for warmth in cold weather only—they cannot be put up inside the building. Knit hats used for warmth are the only hats permitted and can be worn outside in cold weather only. **NO BASEBALL OR OTHER STYLE CAPS WILL BE PERMITTED ANYTIME ON CAMPUS.**

Shoes and Socks

Athletic style shoes are recommended for school—no cartoon characters, musical, or light up shoes. All shoes must have closed toes and heels and must either lace-up, buckle, or Velcro. Boots are not allowed. Leggings and tights (in solid, uniform colors) are permitted. Leggings with lace or trim on the legs are not to be worn. Socks are required and must be in a solid, uniform color. Socks are not to be below the top of the shoes. Students are strongly encouraged to wear appropriate athletic shoes on P.E. days.

Jewelry

Jewelry should be kept to a minimum. Earrings (no more than 2 per ear) should be less than ½ inch long. Body piercing other than the ears is not acceptable. No pocket, neck, or wrist chains, that are not standard jewelry, are acceptable. No tattoos of any kind are allowed

Hair/Make-up

Girls hair should be cut and styled in such a way that it will not interfere with normal school activities. Hair must be out of student's eyes. A tasteful moderate weave of NATURAL highlight colors (no chunks or darker colors). Administration reserves the right to require any changes deemed necessary. Makeup is not allowed for girls in grades K-5. Girls in grades 6-8 may wear makeup, if applied discretionally.

BOYS DRESS CODE

Shirts

Long or short sleeve polo and turtleneck shirts may be worn in navy, light blue, hunter green, white, heather gray, or yellow. School logo t-shirts and polos are also acceptable. All shirts must be tucked in. Shirts may be purchased in the uniform section of any retail store. **Any shirt worn under a uniform shirt must be in a uniform color.** All shirts must be tucked in.

Pants and Shorts

Pants and shorts must be navy or khaki in color. They may be pleated or flat front in style and must be worn appropriately and be the correct size. Shorts may not be rolled up. The hem for shorts must be no shorter than 4 inches above the knee when kneeling. They may be purchased in the uniform section of any retail store as long as they meet the length requirement. Boys in the 4th grade and above must wear a belt. Belts must be solid navy, black, or brown.

Shoes and Socks

Athletic style shoes are recommended for school– no cartoon characters, musical, or light up shoes. All shoes must have closed toes and heels and must either lace-up, buckle, or Velcro. Boots are not allowed. Socks are required and must be in a solid, uniform color. Socks are not to be below the top of the shoes. Students are strongly encouraged to wear appropriate athletic shoes on P.E. days.

Hair

Boys' hair must be neatly groomed. Any dramatic hair coloration or extreme cuts of hair are not acceptable. The length of the back of the hair is not to exceed the middle of a standard dress shirt collar and may not be longer than the top of the eyebrows in front. **Mohawks, braids, pony tails, duck tails, or pattern cuts are not permitted.**

OTHER

Tattoos or body piercings are not allowed. Boys are not to wear earrings. Jewelry must be kept to a minimum. Administration reserves the right to determine excessive jewelry.

FRIDAY JEAN AND T-SHIRT DAY

Every Friday, students may wear jeans, denim shorts (knee length), or denim capris. The jeans must be appropriate for school; **no jeggings, holes, baggy, or tight-fitting (skinny) jeans. No denim skirts.** Uniform shirts and school logo t-shirts and polos are acceptable. No other tops will be allowed. Students may wear non-uniform socks on Fridays so long as they reflect the biblical standards to which we hold.

FREE DRESS

Periodically throughout the year students are allowed to wear free dress on specified days. The guidelines for free dress are as follows:

1. Clothing must be appropriate and in good repair – no pajamas or inappropriate slogans.
2. Clothing must be modest with appropriate lengths of skirts and shorts (4 inches above the knee when kneeling).
3. Tank top shoulder straps must be at least 3 inches wide.
4. Shoes must have closed toes – no flip flops or slippers.

Dress Code Violation

First Notice

Kindergarten – 8th Grade

Written notification sent home for parents to sign. Student may be required to change.

Second Notice

Kindergarten – Third Grade

Phone call to parents and student will be required to change.

Fourth – Eighth Grade

Phone call, written notification and student will be required to change clothes, detention assigned.

A repeated, extreme, or specific violation of the Dress and Grooming Code conveys a lack of willingness to cooperate. Therefore, corrective action will be taken in the form of a parent conference, detention or suspension from school. A continual violation may indicate a lack of willingness to comply with the dress code and may result in a student being asked to withdraw from the school.

PARENT STUDENT HANDBOOK CHANGES

The handbook does not contractually bind FBCS in any way. Handbooks are subject to change without notice by the FBCS Board.