

**First Baptist
Christian School
Parent/Student Handbook**



**A ministry of
FIRST BAPTIST CHURCH
1211 NORTH VERMILION
DANVILLE, ILLINOIS
PHONE 217-442-2434**

Athletic Awards

Elementary school students will receive appropriate awards and letters for sports participation.

High school students may earn a varsity letter for one year of varsity participation. After earning a letter, insert emblems will be awarded for varsity participation. Junior varsity and junior high awards will also be given. Special achievement recognition and awards may also be given.

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First Baptist Christian School

First Baptist Church 1211 N. Vermilion Danville, Illinois 61832
217-442-2434

Dear Parents,

Welcome to First Baptist Christian School.

We as an educational staff wish to give students the opportunity to gain a well-rounded and sound education and stand ready to equip our students to spend their lives serving our Savior.

We desire to have a good relationship with every parent, student, and family. We want to operate as a team, under God's direction,

to train and guide young lives. God has entrusted them to you, and you are enlisting our help.

It is important to realize that First Baptist Christian School is not for everyone. We thank you for your confidence in us and ask for your continued support in prayer and loyalty. May I Corinthians 10:31 be our motto – “. . . Whatsoever ye do, do all to the glory of God.”

I am praying for a wonderful year.

In Christ,

Bob Lazzell
Administrator

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Statement of Faith

We believe . . .

“all Scripture is given by inspiration of God” - II Tim. 3:16

“the Word was made flesh and dwelt among us” - John 1:4

“Christ died for our sins according to the Scriptures” - I Cor. 15:3

“without shedding of blood is no remission [of sins]” - Heb. 9:22

“we are the children of God by faith in Christ Jesus” - Gal. 3:26

“the fields are white already to harvest” - John 4:35

“we are looking for the blessed hope and glorious appearing of the Great God and Savior Jesus Christ” - Titus 2:13

“the Gospel of Christ is the power of God unto salvation to everyone that believeth” – Rom. 1:16

“we have an advocate with the Father, Jesus Christ the Righteous” - I John. 2:1

Statement of Purpose

The mission of First Baptist Christian School is to make the most of Jesus Christ through spiritual, academic, physical, and social development. This school exists to promote the Christian philosophy of education, the Word of God, and Jesus Christ as the cornerstone of Truth. This mission is to be accomplished through example, discipline, love, and prayer.

Statement of Affiliation

First Baptist Christian School is a member of the Illinois Association of Christian Schools as well as the American Association of Christian Schools.

Statement of Nondiscrimination

First Baptist Christian School admits students of any race, color, nationality, or ethnic origin in administration of its educational policies, admission policies, scholarship programs, athletic programs, and other school-administered programs.

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Soccer Guidelines

- There is one girls' soccer team.
- There is one boys' soccer team.
- Team members are chosen on the basis of attitude as well as talent.
- Students in grades 7 through 12 are eligible for varsity play.

Basketball Guidelines

Boys:

- There is a junior high, a junior varsity, and a varsity team.
- Team members are chosen on the basis of attitude as well as talent.
- Students in grades 7 and 8 are eligible for junior high play.
- Students in grades 8 through 11 are eligible for junior varsity play.

- According to I.A.C.S. regulations, varsity basketball players are limited to four years of eligibility. Varsity participants, therefore, include only those in grades 9 through 12.

Girls:

- There is one junior varsity and one varsity team.
- Team members are chosen on the basis of attitude as well as talent.
- Students in grades 8 through 12 are eligible for junior varsity or varsity play.
- According to I.A.C.S. regulations, varsity basketball players are limited to four years of eligibility. Varsity participants, therefore, include only those in grades 9 through 12.

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-Academic negligence will result in the student not playing in games until the next report card or progress report.

-Eligibility of a student with a **diagnosed learning disability** may be based on effort rather than achievement. The student and his or her parents will be required to sign an agreement detailing the terms of eligibility.

- Participants must remain socially eligible.
 - Students who have been suspended are automatically off the team for the season.
 - Students who demonstrate a poor attitude in the classroom or on the playing field may be ineligible for discretionary periods of time to be determined by the coach or school administration.

- Participants must pass a sports physical examination before being allowed to participate in athletics. A record of the physical must be on file in the school office prior to the first game of the season.
- There is a sports fee charged to each participant for each sport. This charge helps defray the cost of uniforms, travel expenses, etc.

Volleyball Guidelines

- There is a junior varsity girls' and a varsity girls' team.
- Team members are chosen on the basis of attitude as well as talent.
- Dress standards for uniforms follow principles of modesty, appropriateness, and femininity.

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STATEMENT OF ASBESTOS COMPLIANCE

Dear Parents:

This notification is to advise all patrons, occupants, or their legal guardians, collective bargaining organizations, and parent-teacher organizations, that the asbestos management plan required under the Asbestos Hazard Emergency Response Act (AHERA) is available for review upon request. A copy of the plan for the building is under the jurisdiction of this local education agency is available in the main office, located at 1211 North Vermilion Street, Danville, Illinois 61832 (442-2434). The plan can be viewed by any person during normal business hours. Interested parties wishing to inquire about the hours and times that the plans are available should call the above number.

The management plan can provide information regarding inspections, response actions, post response action activities, and periodic reinspection and surveillance activities that are planned or in progress. Questions regarding the information contained in this management plan should be directed to Mr. Robert Lazzell, Principal, during regular business hours.

Listed below is a brief description of work that has been completed in our school and information that is available. Detailed reports have become part of the school's asbestos management plan and may be reviewed in the school office.

In accordance with the US EPA's AHERA Standard (ref: 40 CFR 763.80), all information concerning asbestos-containing materials in the schools of the First Baptist Christian School is available for review and copying by students, staff, and guardians during normal business hours.

Sincerely,

Robert Lazzell
Administrator

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ATHLETIC INFORMATION

At First Baptist Christian School, we are committed to placing our emphasis on spiritual and academic growth, both in the classroom and in extra-curricular activities. In that context, an athletic program can be a valuable part of a total school program. All students participating in our sports program are required to attend a sportsmanship meeting held at the beginning of each school year. Parents are also asked to attend that meeting. Please see the Athletic Handbook for more specific information about our athletic program. Opportunities for participation in athletic competition are offered to students as follows:

Elementary School

- Boys basketball (grades 5-6)

- Girls Cheerleading (grades 5-6)

Guidelines

- Students who participate in basketball or Cheerleading must maintain a good academic record and display a good Christian attitude.

Junior High and Senior High School

- Boys' soccer
- Girls' soccer
- Boys' basketball
- Girls' volleyball
- Girls' basketball

Guidelines

- Participants must remain academically eligible.
 - No more than one subject with a "D."
 - No "F" in any subject.
 - Grades will be checked every 4 weeks.

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4. The student must not have had any suspensions in at least two consecutive semesters immediately preceding application for admission. The student must not have been expelled from any school.
5. The student must show evidence of a teachable spirit.
6. The student must have completed the academic requirements of the previous years' work and have a grade point average of not lower than 1.50 on a 4.00 scale.
7. The student's parents or guardians must be supportive of his or her desire to attend. The parents or guardians must also sign a statement concerning their willingness to support the standards of First Baptist Christian School.
8. Registration forms and tuition agreement must be completed and signed.

Continued attendance by students in grades 7 through 12 at First Baptist will depend upon the student's meeting the following criteria:

1. No student may continue to attend if, at any time, he or she accumulates more than five days of suspension in a semester.
2. No student in grades 9 through 12 may continue to attend if, at any time, his or her cumulative grade point average falls below 1.25 on a 4.00 scale.
3. No student in grades 7 or 8 may continue to attend if, in either year, his or her yearly average drops below "D." This means that an average of "D-" is not good enough for a student to continue to attend.

Special Enrollment Circumstances:

If a student has previously attended First Baptist Christian School, but does not meet academic requirements due to learning disabilities, special consideration may be given. Admission of a student under these circumstances will be determined on a case-by-case basis and permanent records will reflect this information.

The administration reserves the right to refuse admission to any student it feels cannot be helped by First Baptist Christian School, or to any student that would be a detriment to the entire school.

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GENERAL INFORMATION

Achievement Testing

First Baptist Christian School has a detailed program of testing. It is designed to measure the student's abilities and academic achievement. The results of this testing are used by the administration and teaching staff to plan and improve our curriculum.

All students in grades K-5 through grade 11 are given the Stanford Achievement Tests in the spring. Achievement test results consistently show First Baptist Christian School students to be well above the national average.

The PACT Plus test is given when available to students in the 10th grade for college and career planning. There is a small fee for this test.

The PSAT-NMSQT test is given to students in 11th and 12th grades. This test is used to qualify students for the National Merit Scholarship, as well as prepare for the SAT.

We recommend that all 11th and 12th grade students register for the ACT early in the school year. Information about these tests will be provided as it becomes available.

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Academic Honor Roll

An Academic Honor Roll will be recorded for each quarter and semester. Elementary school and junior high students recognized for "High Honors" have received all "A's"; students with "Honors" have received all "B's" or higher. Handwriting, P.E., and Music grades will not be included for determining honor students.

High school students recognized as having "High Honors" have achieved a grade point average of 4.00 (all "A's"). "Honors" signifies a grade point average for the grading period of 3.25 or higher.

Additional Fees

It is necessary that we charge additional fees for some junior high and senior high school classes and activities. These charges will be "activity specific." Only those students involved in that activity or class will be charged. The activities and classes are as follows:

- Activity Fee – All students in grades 9-12 pay this fee to help offset the expense of the Fall Retreat and the Spring Banquet.
- Athletic Fee – Participants in elementary, junior high, junior varsity, and varsity basketball, soccer or volleyball pay this

fee to offset the cost of uniforms, officials, and travel expenses.

- Book/Materials Fee – All students must pay a non-refundable book fee to cover the costs of textbooks and other curriculum materials.
- Laboratory Fee – Students taking a lab science class or computer class (typing) pay this fee to offset lab materials.
- Graduation Fee – Graduating seniors pay this fee to cover the cost of caps, gowns, and other graduation expenses.

Please see the current fee schedule for the amounts of these fees.

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ADMISSIONS INFORMATION

Elementary School

First Baptist Christian School adheres to the age guidelines established by the Illinois State Board of Education. It is also required that current physical examination and immunization records be on file before a student begins the school year (see Health Records and Immunizations). Otherwise, there are no specific admission requirements for grades K-3 through 6th grade.

Junior and Senior High School

Any student wishing to enroll in grades 7-12 at First Baptist Christian School must meet the following criteria:

1. The student must know Christ as personal Savior and be able to give a testimony of his or her salvation.
2. The student must have a personal desire to attend First Baptist Christian School.
3. The student must sign a statement signifying his or her willingness to abide by the academic and social standards of First Baptist Christian School.

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Attendance

In order for your child to gain the most from school, it is important that he or she be in attendance every school day. If your student cannot attend on any given school day, please call the office by noon of that day. For the sake of the health of our other students, please do not send your child to school if he or she has a communicable disease, a fever, or vomiting. Seek your doctor's advice regarding the proper length of time to stay out of school.

Absence for personal illness or accident, funerals of grandparents, immediate family members or close friends will be excused. Doctor or dentist appointments which cannot be scheduled for after school will be excused if the school office is notified in advance. Please send a written and signed note to the school when your child returns, stating the reason for the absence. If a student is absent for more than five days due to illness, a doctor's "release to return to school" may be necessary. Seniors should leave school when they are finished with their last class of the day.

When a student is absent for any reason, the work missed must be made up. The teacher will work with the student, but the ultimate responsibility to get the work made up is the student's. If a student does not respond to this requirement, an incomplete or zero will be given on work not completed.

First Baptist Christian School operates on a closed campus principle. Students must receive permission from the administration to leave the school property. Students may not leave school grounds for lunch unless accompanied by a parent.

Students who attend at least until 12:00pm will receive credit for a full day's attendance. Students who leave before 12:00pm or who arrive after 11:00am will receive credit for a half day's attendance. Students missing more than 35% of a class will not receive credit for that class.

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Birthdays (Elementary School)

Birthday parties are not permitted. However, if a parent wishes to bring a treat to share on a child's birthday (cookies, cupcakes, etc.), this may be done at lunchtime, or another time determined by the teacher. Some parents have recognized a child's birthday by donating a new book to the school library. Check with the school office for titles that would be good to consider donating.

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Special consideration may be given to those with learning disabilities. These students may be promoted or given credit based on different requirements. If such is the case, notations will be made on the permanent records and transcripts.

Bible is a required subject. Students who have attended four years at First Baptist Christian High School will need 24 credits to graduate – 20 academic credits, plus 4 in Bible per FBCS requirement. A transfer student may graduate with a total 18.5 to 20.0 credits, depending upon the length of time the student has been enrolled.

Physical education is an important class. P.E. is required for all students, unless a class required for a college prep program

conflicts with the P.E. class. Students are required to wear a specific P.E. uniform that must be purchased from the office. All students must change back into regular school clothes after P.E. Grades are given for P.E.

Seniors enrolled in dual enrollment classes may not miss any required FBCS class or meeting for their college classes. Students whose FBCS grades fall behind their dual enrollment grades will be required to drop their dual enrollment classes.

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Senior High Academic Program

Students in grades nine through twelve earn credits toward graduation based on the following criteria:

- Classes which meet four or five days a week for full periods earns 0.5 credits per semester.
- Classes which meet fewer than four times per week earn 0.25 credits per semester.
- Credits are computed on the basis of the semester grade. Credits will appear on the student's permanent record following the final grading period.
- At least four academic subjects must be taken each year for four years.
- Any student who fails to complete a course will not get credit. A student may withdraw from a course within the first two weeks with no penalty.

Minimum Credits for Graduation

<u>Subject</u>	<u>Credits</u>
Bible	4
English	4
Math	2
Science (Biology)	2
Social Studies: History, Civics	2
Physical Education	4
Government/Health	1
Electives	5
Total	<hr/> 24

Minimum Credits for College Bound Students

<u>Subject</u>	<u>Credits</u>
Bible	4
English	4
Math	3
Languages	2
Science (Biology)	3
Social Studies: History, Civics	3
Physical Education	4
Government/Health	1
Electives	1
Total	25

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Chapel

All students will attend a weekly chapel service. Our chapel platform includes a variety of speakers from our pastoral as well as school staff, visiting local pastors, missionaries, evangelists, and college groups. Our students also enjoy taking part in their elementary class chapel programs. Parents, relatives, and other friends are encouraged to attend.

Class Parties

Class parties are held at Christmas. There will also be an elementary field day and picnic during the last week of school. Please check the school calendar for the dates of these parties.

Daily Schedule

<u>Elementary School:</u>	<u>Junior & Senior High:</u>
8:00am Start of School Day	8:00am Homeroom
9:40am Recess, Grades 1 - 2	8:05am First Period
10:00am Recess, Grades 3 - 4	8:55am Second Period
11:30am Dismissal, K3, K4, & K5	9:45am Third Period
11:30am Lunch, Grades 1 - 2	10:35am Fourth Period
12:00pm Lunch, Grades 3 - 4	11:25am Fifth Period
12:30pm Lunch, Grades 5 - 6	12:15am J. H. Lunch
12:40pm Recess, Grades 1 - 2	12:15pm S. H. Lunch
1:00pm Recess, Grades 5 - 6	12:40pm Sixth Period
1:30pm Recess, Grades 3 - 4	1:30pm Seventh Period

2:25pm	Dismissal, Grades 1 - 3	2:20pm	Eighth Period
2:30pm	Dismissal, Grades 4 - 6	3:00pm	Final Dismissal

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Day Care (Before and After School)

Day care personnel are on duty from 6:30am to 5:30pm. Our day care service is available for students in K-3 through grade six. Junior high and senior high students should not arrive before 7:30am or stay beyond 3:00pm unless they are in a supervised school activity. No student is to be in the church area after school without permission. In the event that a junior high or high school student must stay on school grounds after 3:45pm, he or she must go to the supervised after school care. The rate is the same as the elementary rate for any part of an hour. All students in those grades who arrive early are required to remain in the gymnasium until dismissed up to their homerooms.

Elementary students arriving before 7:30am are required to be supervised by day care personnel. Parents will be charged for day care services. Students arriving between 7:30am and 7:55am must go to the cafeteria until they are dismissed to their classrooms at 8:00am. All day care charges end at 7:30am. No students in grades K through six will be allowed in the halls or classrooms before 7:55am.

Discipline

Proper learning cannot take place without proper discipline. Classroom and school ground regulations are enforced. Teachers use whatever *reasonable* discipline is necessary. The school's policy is that to spare the rod is to spoil the child, as the Scripture

states. In extreme cases, parents of elementary students will be required to come to school and administer a spanking to their child before the end of the school day. If a parent cannot come spank the child, the child will be sent home and will not be allowed to return without a conference with the administrator. All effort is directed toward instilling strong Christian character into each child. To do that effectively, the enforcement of sensible, Scriptural discipline is necessary on the elementary and secondary levels.

ACADEMIC INFORMATION

Grading Standard

A standard for grading will be used throughout the entire school as follows:

100	A+	Superior
95 - 99	A	Excellent
93 - 94	A-	
91 - 92	B+	
85 - 90	B	Good
83 - 84	B-	
81 - 82	C+	
75 - 80	C	Average
73 - 74	C-	
71 - 72	D+	
65 - 70	D	Below Average
63 - 64	D-	
Below 63	F	Failure

Junior High Academic Program

Junior high students continue a program of general studies. The required course of study, which should adequately prepare the student for the rigors of high school, is as follows:

Seventh Grade

Eighth Grade

Bible
English
Math
Life Science
Geography
Physical Education
Choir

Bible
English
Math
Earth Science
U.S. History
Physical Education
Choir

The standard for promotion in junior high is an overall grade average of C in the five basic academic subjects.

As much as possible, misconduct will be corrected within the context of the classroom. The following methods will be used as the circumstance dictates. Parents will be notified when needed.

- Verbal warnings for minor and early misconduct.
- Demerits for continued minor misconduct.
- Written disciplinary warning (junior and senior high) for continued disturbance, disobedience, tardiness, or other classroom offenses.
- Suspension will result if, following a warning and demerits for a specific behavior, there is no correction of the behavior. (See "Suspension" below.)
- Detention when the student accumulates 25 demerits.
- Suspension when the offense is of a serious nature or there has been little response to other methods. Parents will be notified, and missed schoolwork must be made up. Offenses which will result in suspension include, but are not limited to, the following:
 1. Accumulation of 50 or 100 demerits per quarter
 2. Continued disrespect or disobedience.

3. Continued cursing or foul language.
 4. Continued immodesty.
 5. Real fighting or gross mistreatment of others.
 6. Stealing.
 7. Continued lying.
 8. Continued cheating.
 9. Drinking alcohol or smoking (first time).
 10. Disruptive attitude or continued class disturbance.
 11. Defacing or mistreating the building and facilities.
- Expulsion occurs when the student accumulates 150 demerits, when the offense is serious, or when a student is causing grave damage to the Christian atmosphere of the school. This would include, but not be limited to, immorality, criminal offenses, repeated drinking or smoking, striking a staff member, willful mistreatment of school property or the personal property of others. Parents will be notified.

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STUDENTS' APPEARANCE AND MANNERS

All students are expected to be neat and well groomed. Girls should be ladylike in their dress and behavior. Faculty or the administration will speak to individual students and their parents concerning situations not specified below, if they feel it is necessary and in the best interest of the students and the school. It is our desire to avoid pictures, symbols, and messages on clothing, notebooks, lunch boxes, and other such items that are at variance with the Biblical lifestyle we are trying to teach at First Baptist Christian School.

All students are expected to respond properly to adults. "Yes, sir," "No, ma'am," "Thank you," and "May I?" are among the expected responses encouraged by our classroom teachers.

While the administration reserves the right to disallow any manner of dress or hairstyle it deems inappropriate, the basic guidelines concerning dress are as follows:

Elementary (Grades K-4 through Six) Girls

- Dresses and skirts must touch the top of the knee when seated.
- **Shorts, slacks, culottes, split skirts, mini skirts, and pantsuits are not permitted.** However, girls may wear a pair of slacks or sweat pants under a dress on the way to school and at recess times on cold days. Slacks may not be worn during regular class hours or after school on school property, unless otherwise announced.
- Sundresses, t-shirts, and tank tops are not permitted.
- Blouses, sweatshirts, and sweaters must not be oversized, and should not be imprinted with questionable messages, symbols, or pictures.
- A full slip must be worn with sheer dresses and blouses.

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Transportation

PLEASE DRIVE CAREFULLY AND WATCH FOR CHILDREN AT ALL TIMES!

Parents dropping off elementary school students should do so at the front school door facing Vermilion Street so the students can go directly to their classroom or to the cafeteria. Please use the south entrance and leave by the north exit.

Junior High and High School Students should enter the building through either the gymnasium doors or the school door facing Vermilion Street. No student should be wandering around the building before school starts and **boy and girl students should never be together alone in an area of the school at any time.**

Students with a valid driver's license may drive to school. Students must park their cars in the Student Parking Lot, just off of Jackson Street. Students driving to school are required to use this entrance only and to park diagonally on the sides of the

parking lot. Any misconduct involving automobiles may result in the loss of driving privileges. Students may not remain seated in cars while in the school parking lot before, after, or during school hours. Students may never loan or borrow vehicles from one another without permission from parents and the school administration.

The school is not responsible for accidents resulting from automobile misconduct or traffic violations on or off the school property. A driving and parking permit for students must be obtained in the office.

Tuition Credit

One month's tuition credit will be granted to those directly responsible for a new family enrolling at FBCS.

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School Supplies

Elementary school supplies are as follows:

K-3, K-4—1 large box of tissues, paint shirt, 1 large glue stick, teacher will let you know about snacks.

K-5—Scissors, regular size box of 16 crayons, supply box, pencils, pink eraser, 2 large glue sticks, paint shirt, watercolors, highlighter, 1 red pocket folder, 1 blue pocket folder, 1 green pocket folder white one-inch binder.

Grade 1—1 large bottle of hand sanitizer, 2 large boxes of tissues, King James Bible(available in the office), 4 oz white school glue, 2 glue sticks, erasers, # 2 pencils, watercolors, brush and pan, colored pencils, 1 box of 16 crayons, ruler with metric and standard measurement, small book bag, small school box, scissors, 2 pocket folders(one red one blue), one dry erase marker.

Grade 2— 2 large boxes of tissues, King James Bible(available in the office), 2 glue sticks, 1 med elmer's glue, pink erasers, # 2 pencils, water colors, brush and small butter tub pan, twist-up crayons, colored pencils, ruler with metric and standard measurement(clear or see-through), small book bag, small school box, scissors, 3 Mead pocket folders, 1 red lead pencil or pen, tape, oversized t-shirt for painting, 1 white 3 ring binder(1" wide)

Grade 3—2 large box of tissues, King James Bible(available in the office), 2 packages of wide ruled notebook paper,, 1 spiral notebook – wide ruled, 4 oz white school glue, 2 glue sticks, eraser, #2 pencils, colored pencils & sharpener, washable markers, at least 16 crayons, 12" ruler with metric and standard measurement, book bag, school box, scissors, watercolor paints, 2 pocket folders, 2 dry erase markers. (May substitute crayola twist up crayons for the crayons and colored pencils and sharpener.)

Grade 4—King James Bible(large print, if possible),2 pkgs of wide lined paper, 4-2 pocket folders, #2 pencils, green pen(for grading), colored pencils, washable markers, crayons,1 black sharpie, scissors, glue stick, box of tissues, 2 dry erase markers(black or dark), book bag, small school box, good eraser, small hand-held calculator, 1-1/2" loose-leaf notebook.

Grade 5&6—2 large boxes of tissues, King James Bible, 2 pkgs wide ruled notebook paper, elmer's glue, glue stick, eraser, # 2 pencils, watercolors, washable markers, colored pencils, 12" ruler with metric and standard measurement, small book bag, small school box, scissors, 1" 3 ring binder, dry erase markers (black), 5 notebook dividers pockets.

Grades 7-12: Standard school supplies and other items to be announced by classroom teachers.

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Boys

- Denim pants (jeans) are allowed, but must be neat and clean. The seams and edges should not be torn or frayed. Excessively baggy jeans or pants are not allowed. Belts must be worn with pants that have belt loops.
- Sleeveless shirts, tank tops, mesh sports jerseys, and oversized shirts are not allowed.
- Shirts, sweaters, and sweatshirts may not be imprinted with questionable messages, symbols, or pictures.
- All shirts must be tucked into the pants. Sweaters and sweatshirts must not hang below the hipline.
- Regular socks must be worn at all times.
- Hair must be tapered in the back and not touch the ears or collar. Shelf and bi-level cuts are not permitted.
- Hats may not be worn in the classroom unless there is a special occasion when it is appropriate.

General

Regarding the acceptable decoration of children's clothing, the following guidelines have been established:

Allowed

- Brand names and symbols (logos)
- Shirts with numbers and/or the student's name
- Pictures of animals or scenery
- Team names and symbols
- Embroidered or sewn on designs of the above

Not Allowed

- Rock stars, designs or messages
- Sayings or pictures portraying or suggesting alcohol, smoking, or immorality
- Any "hero" figures from movies, sports, or cartoons
- Gaudy pictures which attract undue attention
- Ungodly sayings or representations

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Junior High and High School

General

- No tight or suggestive clothing is allowed.
- No student may have a tattoo or piercing of any kind except for normal ear piercing for girls.
- The regular dress code is to be observed at all school activities, unless otherwise announced.

Girls

- Dresses and skirts must cover the knee **when seated or standing and must have a straight hem all the way around.**
- The only tops or shirts junior and senior girls may wear are loose fitting polo styled shirts. These shirts should be free from writing except for a logo and should not be form fitting.
- Girls may not wear slacks, jeans, sundresses, culottes, see-through or low cut blouses, tank tops, or jogging suits.
- Slits in skirts and dresses must end at or below the top of the knee.
- No extreme or faddish hair styles or colors.

- The only piercings permitted will be in the lobes of the ears with one additional piercing at the top of the ear. No extreme or faddish piercings will be permitted.

Boys

- Boys must have their hair trimmed regularly. Hair is to be combed and kept off the collar, ears, and eyebrows. Sideburns are not to be below the middle of the ear. Crew cuts and flat tops are allowed. Extreme or faddish hair styles, shaved heads or colored hair is not allowed for boys. Tails are never appropriate and will not be permitted.
- Beards and mustaches are not permitted and boys must always be clean shaven.
- Boys should wear dress pants or casual non-denim pants with a belt and a shirt with a collar. Please button all buttons but the top one on all shirts. Shirts must be tucked in at all times.
- Boys may not wear jeans, work pants, jogging suits, muscle shirts, tank tops, t-shirts, or jewelry except watches and rings.
- All shoes should be tied and worn with regular socks. No sandals are allowed for boys.

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Tuition (and any other outstanding amounts) from the first semester must be paid in full before a student may return for the second semester.

If payments cannot be made on time, please contact the office. In some cases, satisfactory arrangements may be worked out so a student would not be required to leave school.

Day care charges are due weekly. Payments are generally made on Friday or Monday. Balances will be available on Tuesday with the day care workers and are due by that Friday. Unless special arrangements are made, students may be denied day care services if the account is three weeks overdue.

Release of Students

If you plan to pick up your elementary child earlier than the regular dismissal time, please sign your child out at his classroom.

Junior and senior high students must be picked up at the school office. A student will be released to no one other than a parent, unless the parents have sent written permission to the office.

Report Cards

Report cards for students in grades one through twelve are issued quarterly (approximately every nine weeks) during the school year. These grades become part of the student's permanent record. During the 4th week of the quarter, a progress report is sent home. Poor progress reports may need to be signed by parents and returned to school. Parents are encouraged to discuss these periodic reports with teachers.

Room Mothers

At the beginning of the year, parents who are willing to be used as room mothers may be asked to fill out a volunteer form and return it to the teacher.

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Music Program

Music is a vital part of First Baptist Christian School's program. Elementary students receive music instruction in the regular classroom curriculum. Students in grades 1-3 and 4-6 are in the elementary choirs. Choir and instrumental ensembles are open also for junior and senior high students wishing to participate. Singing groups and ensembles are also encouraged under the guidance of the Music Director. School programs are required school activities for participating students and students failing to attend programs may receive a lower grade AND be subject to repeat the class.

Parent-Teacher Conferences

Two days are set aside during the year for Parent-Teacher conferences. Please check the current school calendar for these dates. This provides an excellent opportunity to become better acquainted with your child's teacher, as well as to discuss any

questions or concerns you may have. You may schedule an appointment for your conference with the teacher during the Open House or by contacting the teacher at school. There will be no school on the day of Parent-Teacher Conferences. You may also schedule conferences as needed at other times throughout the school year.

Payments

Tuition for the first month (monthly payments) and the first semester (semi-annual payments) is due the first day of the month. Payments thereafter are due on the first day of each month. Second semester (semi-annual) payment is due on the first day of the second semester. Please mail payments or bring them to the school office by the due date. A late fee may be assessed to all accounts not paid by the fifteenth of each month. Report cards will be withheld at the end of each semester if accounts are not paid. Transcripts and diplomas will be withheld from any student whose financial obligation to the school has not been met.

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Graduation

Graduation ceremonies will be held at the end of the school year for the five-year-old kindergarten as well as graduating seniors.

Field Trips

Field trips can be a very useful learning experience and may occasionally be arranged by teachers. Parents may be notified and asked to sign a consent form. Participation in class field trips will be required, just as any other class session.

Fine Arts and Academic Tournament

Each year, students in grades four through six, seven through nine, and ten through 12 categorically participate in fine arts and academic competition with other Christian schools. Junior and senior high students have state competitions sponsored by the

Illinois Association of Christian Schools. This experience is fun as well as challenging. Our school has always performed well, and we encourage students to participate fully.

Health Records and Immunizations

All students entering kindergarten, first grade (if they did not have one before kindergarten), fifth grade, and ninth grade, as well as students who plan to participate in any sport, must have a physical examination and proof of current immunization against tetanus, whooping cough, diphtheria, measles, mumps, and rubella. Kindergarten students must also have an eye and dental exam.

Students **MAY NOT** begin school without the proper physical exam and immunizations. A physician's signature is required on the health record form.

15 **Homework**

Homework is a vital part of educational training. Homework for the lower grades (1-3) will consist mainly of spelling words, Bible verses, and reading. Usually an average of twenty to thirty minutes an evening will be sufficient to complete the assignments for these grades. In grades 4-6, homework may average thirty to forty-five minutes, but may vary depending on the child.

Junior high students will experience an increase in the amount of homework and the number of projects required. Homework for students in high school will vary with the courses taken.

It is important to realize that the amount of homework will vary with the student's own ability, responsibility, and use of school time. It is our desire that, with proper planning and effort, most students in grades 7-12 will usually be able to complete homework assignments in one to two hours an evening.

There may be days when homework is not assigned, especially in the elementary grades.

Injuries and Medications

All injuries except very minor ones will be reported to the parents. An accident report form may be completed by the supervising staff member and kept on file in the school office.

Please notify your child's teacher and the school office if medications are to be given. If you do not wish for us to administer aspirin or Tylenol to your child, please indicate so on the medical form sent home at the beginning of the year..

Inclement Weather

In severe weather, "NO SCHOOL" notices will be given over WDAN, WITY (radio), as well as WCIA and WICD (tv) between 6:30am and 8:00am.

16 **Lunch Program**

A full hot lunch program will be available to students who wish to participate. Lunches may be purchased **IN ADVANCE** in the school office. Students who bring their lunches and wish to purchase only milk may do so.

Pre-kindergarten and kindergarten students receive milk at a break time. This is included in their tuition.

Pre-kindergarten students who stay all day may pay for hot lunch in the Day Care fee.

A full a la carte menu is available for older students.

Name Labels

Please label all jackets, coats, sweaters, gym shoes, and boots with your child's name.

Office Hours

The school office will be open from 7:30am to 3:00pm every school day. If you need to see the administrator, please call the office for an appointment. Parents may contact teachers by calling the office and leaving a message, or by sending a note directly to the teacher.

Open House

Open House will be held the Tuesday night before school starts. At this time, teachers will meet in the classrooms with parents and inform them of what they intend to teach during the school year. This is an excellent time to become acquainted with your child's teachers.