

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



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

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.

First Baptist Christian School

First Baptist Church
www.fbcspanville.com

1211 N. Vermilion

Danville, Illinois 61832
217-442-2434

Dear Parents,

Welcome to First Baptist Christian School!

We are honored to teach your children this year and to help you train them for God's glory. Our staff of dedicated teachers happily approach this school year, bringing over 250 combined years of experience to the task! As educators, we daily provide our students with solid academics to prepare them for tomorrow's competitive job market. As Christians, we daily introduce our students to Jesus, to prepare them for eternity. One of our school is taken from Galatians 4:19b. We want to labor with you until Christ be formed in your children.

Under God's direction, we aim to operate as a unified team and desire to develop good relationships with every parent and student. Please contact the school office anytime to share your comments, questions, and ideas on how we can better serve you. In every challenge that arises, we wish to never lose sight of our main goal: to teach children how to learn and to instill in them the unshakable conviction that God is the final authority in all things.

Again, we thank you for allowing us to assist you in training your children. It is a privilege we do not take lightly. I am praying for a wonderful year and looking forward to seeing God do marvelous things in the lives of our students.

In Christ,

Ken Seest
Administrator, First Baptist Church

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.

Soccer Guidelines

All team availability may be subject to student interest and availability of coaching staff.

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

Basketball Guidelines

Boys:

- There may be a elementary, 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 may be eligible for junior high play.
- Students in grades 7 through 11 may be eligible for junior varsity play.

Girls:

- There may be junior high, junior varsity and varsity team.
- Team members are chosen on the basis of attitude as well as talent.
- Students in grades 7 through 12 may be eligible for junior varsity or varsity play.

-Academic negligence will result in the student not playing in games until the next report card or progress report. Academic ineligibility may carry over to the next school year, but is to be determined by the administration.

-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 a period of time to be determined by the administration.
 - 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 may be a junior high girl's , 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

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 Paul Rebert, Pastor, 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 facilities of First Baptist Christian School is available for review and copying by students, staff, and guardians during normal business hours. There is NO asbestos on First Baptist Church or School property.

Sincerely,

Ken Seest
Administrator

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 may be required to attend a sportsmanship meeting held at the beginning of each school year. Parents may also be 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 4-6)
- Girls Cheerleading (grades 4-6)

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.
 - Must maintain a C- average
 - No "F" in any subject.
 - Grades will be checked every three to four weeks.
 - Must take a minimum of 4 credits

5. The student must not have had any out of school suspensions in at least two consecutive semesters immediately preceding application for admission. The student must not have been expelled from any school.
6. The student must show evidence of a teachable spirit.
7. 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.
8. 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.
9. Registration forms and tuition agreement must be completed and signed.

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.

GENERAL INFORMATION

Achievement Testing

First Baptist Christian School has a detailed program of standardized 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 Iowa Basic Skills Achievement Tests in the spring. Achievement test results consistently show First Baptist Christian School students perform well above the national average.

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.

Salutatorian and Valedictorian Awards

The top two academically achieving students of the 12th grade, graduating class may be awarded the Salutatorian and Valedictorian Awards. These awards will be determined by academic grade point average and are available to students who have attended FBCS for at least four semesters (including the last two semesters of their senior year). In the event of a tie at either category, the honor of "co-salutatorian" or "co-valedictorian" may be considered. Also, students who do not meet the social requirements or fail to complete all requirements deemed necessary by the school administration for these awards may be disqualified. Any student receiving this honor will be required to present an address at the final high school commencement.

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, Spring Banquet & Senior trip
- 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.

ADMISSIONS INFORMATION

Nondiscrimination Policy

NON-DISCRIMINATION POLICY: First Baptist Christian School admits students of any race, color, gender and national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school.

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.
4. Students enrolled in grades 7-12 are required to be attending a church of like faith on a regular basis.

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 10:00 am 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 finished with their last class of their 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 20% of a class will not receive credit for that class.

Birthdays

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. If a parent, relative, or friend wants to bring in lunch for a student or group of students, permission should be requested from the school office ahead of time. This practice is fine on occasion, but should be reserved for special times on a limited basis.

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 up through grade ten, unless a class required for a college prep program conflicts with the P.E. class. Students are required to wear a specific P.E. T shirt that can 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 unless special arrangements have been with the administration. Students whose FBCS grades fall behind their dual enrollment grades will be required to drop their dual enrollment classes.

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.

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/Health	2
Government/Economics	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/Health	2
Government/Economics	1
Electives	1
Total	<hr/> 25

Chapel

Students in grades 1-12 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 may be an elementary field day or picnic during the last week of school. Please check the school calendar for the dates of these parties.

Daily Schedule

Elementary School:

8:00am Start of School Day
 9:15am Recess, Grades 1-3
 10:15am Recess, Grades 3-6
 11:30am Dismissal, K3-K4
 11:25am Lunch, Grades K3-5
 11:55pm Recess, Grades 4-5
 12:15pm Recess, Grades K5-3
 2:30pm Dismissal, Grades K5-6

Junior & Senior High:

8:00am Homeroom
 8:00am First Period
 8:48am Second Period
 9:38am Third Period
 10:29am Fourth Period
 11:14am Fifth Period
 12:02 Lunch
 12:22pm Sixth Period
 1:10pm Seventh Period
 2:00pm Eighth Period
 2:45pm Dismissal

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 before or after school without permission. In the event that a junior high or high school student must stay on school grounds after 3:00pm, he or she must go to the supervised area. No video games allowed after 7:30 am or before 3:30 pm. All video games must have an E or below rating.

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 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.

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.

ACADEMIC INFORMATION

Grading Standard

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

100	A+	Superior
90 - 99	A	Excellent
80 - 89	B	Good
70 - 79	C	Average
60 - 69	D	Below Average
Below 60	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

Bible
English
Math
Life Science
Geography
Physical Education
Choir

Eighth Grade

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

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

- 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.
- Detention when the student accumulates 25 demerits.
- Suspension will result if, following a warning and demerits for a specific behavior, there is no correction of the behavior.
- 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 semester
 - continued disrespect or disobedience
 2. continued cursing or foul language
 3. continued immodesty
 4. real fighting or gross mistreatment of others
 5. stealing
 6. continued lying
 7. continued cheating
 8. drinking alcohol, smoking (first time), or E Cigarettes(vaping)
 9. disruptive attitude or continued class disturbance
 10. 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.

- Repeat infractions will lead to greater number of demerits for the infractions.

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, backpacks, and other such items that are at variance with the Christ-honoring lifestyle we promote 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 Girls' Dress Code (Grades K-5 through Six)

- Dresses and skirts must touch the top of the knee when seated.
- **Shorts, split skirts, mini skirts, pantsuits, and jeans are not permitted.** Loose fitting, khaki-style slacks may be worn during regular class hours.
- Sleeveless dresses or 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.

Transportation

PLEASE DRIVE CAREFULLY AND WATCH FOR CHILDREN AT ALL TIMES!

Parents driving students to school in the morning should drop them off at the front school door facing Vermilion Street, so students can go directly to their classroom or to the cafeteria. Please use the south entrance and leave by the north exit. Between 7:30 and 8:15, there is to be no parking in front of the building. These two lanes must be kept open for vehicles dropping off students.

Having only one unlocked entrance to the building helps us to ensure the safety of all students. No student should be wandering around the building before school starts, and **no boy and girl pair should ever be together alone in or around the school at any time.**

Students with a valid driver's license may drive to school. Students must park their cars in the south parking lot, next to the YMCA. 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 lend 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.

Tuition Credit

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

School Supplies

Please see school website for most recent school supply list.

Fbcsdanville.com

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 twelve are invited to categorically participate in state-wide fine arts and academic competitions with other Christian schools. These tournaments are 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.

- No leggings or tights except under a proper dress or skirt.
- Students need a pair of non-marking gym shoes to remain at school for gym times

Elementary Boys Dress Code (Grades K-5 through Six)

- Jeans & khakis' are allowed, but must be loose fitting. **No sweat or athletic pants.**
- Sleeveless shirts, tank tops, mesh sports jerseys, and oversized shirts are not allowed.
- Shirts, sweaters, and sweatshirts may not be imprinted with morally questionable messages or characters.
- 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 not touch the ears or collar.
- Hats may not be worn in the classroom unless there is a special occasion when it is appropriate.
- Students need a pair of non-marking gym shoes to remain at school for gym times.

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/pictures suggesting alcohol, smoking, or immorality

- Gaudy pictures which attract undue attention
- Ungodly sayings or representations
- The administration reserves the right to restrict any item.

Junior High and High School Dress Code

- 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

- Loose fitting Khaki styled slacks or skirts which must come 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.
- Slits must end at or below the bottom of the knee.
- Because of the battle for distinction, girls must not have a masculine haircut or shave their head. No extreme 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.

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.

Release of Students

If you plan to pick up child earlier than the regular dismissal time, please sign your child out 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 Volunteers

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

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 K-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.

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. Scheduling of Parent-Teacher conferences will be through the school office. 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. 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.

- Boys should wear dress pants or casual non-denim pants with a belt and a polo 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 wear only watches and one ring.
- All shoes should be tied and worn with regular socks. No sandals or slippers are allowed for boys.

Recreational Dress

"Rec Dress" includes jeans or athletic pants with loose fitting t-shirts for boys and loose fitting Khaki-styled slacks or loose fitting athletic pants with loose fitting t-shirts for girls

Cell Phones

All cell phones must be turned off during school hours. If a faculty/staff member sees or hears a cell phone during the day, it can be confiscated and turned into the office. The student may retrieve it after school. The second time a phone is confiscated; it will be given to the parents. Further abuse of a cell phone could result in complete loss of privilege to bring to school. Teachers are **not** allowed to give you permission to use cell phones during the day. If you need to make or take a call, you must get permission and use in the office area.

School Visitors

All visitors must sign in at the school office and wear a visitor pass before going into the school area.

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. Often Wednesday nights will have reduced or no homework to encourage students to participate in Wednesday night church programs.

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.

Inclement Weather

In severe weather, "NO SCHOOL" notices will be given over Remind, Facebook, WICD, WITY (radio), between 6:30am and 8:00am.

Lunch Program

A full hot lunch program will be available to students who wish to participate. 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.

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 3:30pm 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 Friday 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.