

Rights and Responsibilities
HANDBOOK
FOR
PARENTS and STUDENTS

GRACE CHRISTIAN SCHOOL

Established 1977

1111 South Conyer Street

Visalia, CA 93277

Welcome to our school. The staff at Grace Christian School desire to provide a program that will prepare our students spiritually, socially, and academically to meet the challenges they will face upon graduation. God has given parents and teachers the privilege to share in this responsibility. We will try to work closely with you in every way and hope you will support us as we work together to make this year successful and pleasant.

Please pray daily for your child, our school, and our staff. We want our children to graduate with minds and hearts dedicated to the Lord and His will for their lives.

Thank you for choosing our school. Please read this handbook because it contains policies and important information. I look forward to working with all of you this year and years to come.

Joy in Jesus, Sandy Eitel, Principal

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MISSION STATEMENT:

Grace Christian School educates children to become faithful, literate, and productive citizens who will serve God and others with love.

Christian

OUR GOALS

Our goals are to help students:

- learn of God's love and His importance in their lives.
- obtain the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity and sensitivity to the needs of others.
- master the essential skills in reading, writing, mathematics, science, and social studies, supplemented by lessons in computer science, music, art and physical education.
- successfully function in a changing society and embrace a desire to seek further knowledge.
- be continually challenged to develop to their fullest potential.

We do this in the following ways:

- Through daily Bible study and worship.
- By developing instructional practices that balance independent creativity and structured learning opportunities.
- By fostering a safe, nurturing, and stimulating learning environment.
- Through discipline, modeling, and practices that emphasize the daily application of responsibility, honesty, integrity and good citizenship based on beliefs that are strongly rooted in Christian morality.

THE LUTHERAN SCHOOL SYSTEM

Grace Christian School is one of a system of more than 2,400 schools operated with the support of the congregation of the Lutheran Church-Missouri Synod in the United States and Canada. These schools are staffed with over 17,000 teachers, many of whom graduated from colleges maintained by the Lutheran Church-Missouri Synod, with a total enrollment of more than 289,000 students.

The Lutheran School system is coordinated by the Lutheran Church-Missouri Synod and its various district offices. Our school is out of the California, Nevada, Hawaii District-CNH. Coordination of District policies is achieved through the Executive Director of Education, Principals' Conferences, Teachers' Conferences, and District Area Meetings. Our school is also governed and controlled by the Voters' Assembly of Grace Lutheran Church. To assist that body, our Christian Education Board meets monthly to plan and guide

the operation of our school. These meetings are open to all.

SCHOOL HOURS

Full Day Kindergarten — Sixth Grade 8:25 AM — 3:00 PM

Early Release Days Noon

ENROLLMENT POLICY

Grace Christian School admits students of any race, color, sex, and national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to the students at the school. It does not discriminate on the basis of race, color, sex, national, and ethnic origin in administration of its educational policies, admission policies or other school-administered programs.

As a witness of Christian faith and life, Grace Christian School believes that educational opportunities and programs should be open to boys and girls on an equal basis, and that employment opportunities be available to men and women equally. Title II of the Education Amendment of 1972 also prescribes this. We, therefore, do not discriminate on the basis of sex in administering our educational policies, program activities, and employment practices.

ENROLLMENT PROCEDURES

Re-enrollment for current students and siblings takes place December 1 through February 1. Payment of registration fees, completion of the re-enrollment form, a signed tuition and SCRIP contract constitutes the preliminary registration for the next school year.

New enrollees who are members of Grace Lutheran Church receive priority in enrollment consideration until March 1. After March 1 enrollment is on a first-come basis. When a class reaches maximum enrollment, a child may be added to a waiting list upon receipt of the completed Enrollment Application. A registration fee will not be collected, nor enrollment finalized, until a space is available.

SPECIAL EDUCATION

Grace Christian School is not equipped to serve children who require special education classes. Information about programs for students may be obtained through local public schools and their district offices.

ENROLLMENT PROBATION POLICY

There is a 30-day probation period for all new incoming students. It is important to determine if Grace Christian and the new family will fit together well. If problems arise, matters will be handled according to Christian Education Board Policy regarding discipline and finances.

HEALTH REQUIREMENTS

According to the California State Immunization Laws SB924 and AB805, no student shall be admitted to school unless immunized against Poliomyelitis, DPT, Red Measles, Rubella, and Mumps. As of August 1997, students entering Grace Christian School will also be required to have verification of immunizations. Verification of these immunizations must be included in the student's cumulative record file in the school office.

Students entering from outside Tulare County must have a TB test. We need documentation of test results at the time of enrollment. Contact your physician or the county health department for information on how to get the test completed.

State law requires that each child entering first grade must have had a physical examination within the 18 months prior to entry. We need a copy of the physician's report in the child's file. Forms are available in the office if you desire.

KINDERGARTEN ENROLLMENT

The child must be 5 years of age prior October 1 to be considered for Kindergarten enrollment. Effective Fall 2012 the date will be changed to September 1.

Prospective Kindergarten students whose fifth birthday occurs in October or November will be encouraged to wait another year for enrollment. A full-day Kindergarten program requires a higher level of physical and social maturity. Our goal that each child has the most positive kindergarten experience possible.

Gesell Testing will be scheduled for all prospective Kindergarten students. Gesell Testing is a process that helps the parents and the school

determine whether a child is developmentally prepared for Kindergarten. The Gesell Testing is scheduled by the Grace Christian School office secretary. Make your appointment when you enroll your child. Please note that testing doesn't begin until May. A portion of your registration fee covers the cost of the Gesell Testing.

ATTENDANCE POLICY

Regular attendance is correlated to successful academic achievement. Moreover, consistent school attendance is one means by which a child develops responsibility and self-discipline. Formal learning is greatly reduced if your child is not in school. Academic progress is hindered when a student misses instructional time. In order to take full advantage of the gifts God has given each child he/she must have regular attendance. High rates of absenteeism have a negative impact on the entire school population. For those reasons, student absences from school should be limited to those instances which are genuinely unavoidable.

ATTENDANCE AWARDS

Attendance Awards are presented to students who achieve excellent, faithful attendance for the entire year. This award is presented at the end of the school year. More than 5 unexcused tardies will be considered an absence.

REPORTING ABSENCES

It is the parent's/guardian's responsibility to report each and every absence. Please call the school before 8:30 AM and provide the student's name and grade level, and whether the absence is a full day or partial day; if partial day, the time the student will be at school. Either talk to the school secretary or leave the information on the 24 hour a day answering machine, 734-7694 ext 11. If we do not hear from a family a phone call will be made by 10:00 AM to the main family number to inquire why the child is not in school.

EXCESSIVE ABSENCES

A student's attendance reports will be reviewed by the school administrator. This includes full and partial day absences, excused or unexcused. The following steps will be taken based on the total number of absences.

5 (five) absences :	Parents / guardians will be notified of days absent and will be reminded for the need for regular attendance.
8 (eight) absences:	Parents / guardians will be notified in writing of the days absent and a meeting will be scheduled with the classroom teacher and principal. The School Board is notified of the absences.
10 (ten) absences:	Parents / guardians notified in writing of the days absent and a meeting will be scheduled with the classroom teacher, principal and School Board member. Possible retention of the child.
15 (fifteen) absences:	A meeting will be scheduled immediately to address the concerns of the excessive absences. Your child will not be allowed back into the classroom until the meeting is held. The Christian Education Board will work in coordination with the classroom teacher and principal to determine action to be taken. Retention and/or expulsion of the student will be considered.

IF a child leaves prior to 1:30 PM it is considered an absence. This includes leaving early for sickness, doctor, lice, etc.

Make up Work -The student will be given the same number of days to make up the work as the number of days absent. Make-up work is the responsibility of the student. IF AT ALL POSSIBLE, please make arrangements to pick up make-up work the day your child is absent. Please make your request when you call in the absence of your child. The classroom teacher will have the requested make up work available in the school office for you to pick up after 3:00 PM. Note- you must request make up work in the morning when you call in the absence.

Excused Absences

Personal illness, doctor/dentist, physical therapy, or hospital appointment	
Extended illness or chronic health issues documented by physician's note	
Death in immediate family	School disciplinary actions (suspension)
Fog delay	Weather related
Misc- other conditions beyond parental control	

Unexcused Absences include but are not limited to:

Overslept	Running late
Family vacation	Family illness
Hair appointment	Shopping
Was not aware of the school calendar- "didn't know you had school"	

TARDY POLICY

Success during the elementary years when basic skills are being learned is directly related to good attendance and timeliness. Tardiness directly affects your child's day and gets them off to a poor start. We strongly encourage your child's prompt arrival unless he/she is ill. An admittance slip must be filled out in order for the child to enter the classroom after the start of the school day - 8:30 AM.

Late arrivals will be recorded in the following manner:

8:30-9:30 AM	Tardy
9:30 AM- 12:20 PM	½ day absent
After 12:20 PM	Full day absent

2 unexcused tardies will be calculated as a Half Day Absence

4 unexcused tardies will be calculated as a Full Day Absence

STUDENT ILLNESS

If your child complains of not feeling well under a teacher's supervision, he/she will be sent to the office and his/her temperature will be taken. If there is fever or other symptoms are noted, a parent or other persons designated by you on the Emergency Information Form will be called to pick up your child. The following procedures have been recommended by the School Health Department and will be followed:

- If temperature is below 99.6 degrees F (37.7 C), give a drink of water and allow resting for 15 minutes. Retake temperature. If no other symptoms, and student feels capable, return to class.
- Temperature of 99.6 degrees F (37.7C) or more after second reading, the office will notify parent to inform them that child needs to be picked up from school.

If there is no fever and no observable symptoms, the child will be allowed to rest for 15 minutes after which time the child will be sent back to class. If a student continues to complain, his/her condition will be re-evaluated.

RETURNING TO SCHOOL AFTER ILLNESS POLICY

The health of our students and faculty is of primary importance in promoting an educational atmosphere. Therefore, we ask that you not send your child to school if he/she is sick or has a fever. If your child has been absent due to an illness we ask that you not send your child back to school until they have been symptom free (diarrhea, vomiting, fever, etc.) for a 24 hour period. We will be happy to have your student back in class when he/she can fully participate in the activities of a regular school day. We cannot honor requests to keep children indoors at break times for health reasons, since additional supervision will not be available during recess, lunch and P.E. period.

DISMISSAL DURING SCHOOL HOURS

We will be able to dismiss students for appointments during school hours only through the office. A parent must come to the office and sign out a student indicating time and reason for dismissal. The secretary will then summon the student from class. We ask that parents refrain from going to the student's room, as this causes an interruption to instruction.

If the student will be returning before the end of the school day, we ask that the parent return to the office to sign the student back in. It is important that our attendance records be accurate as to who is on campus during the day. In case of emergency we need to have an accurate student count.

AFTER SCHOOL DISMISSAL PROCEDURES

At dismissal time parents may pick up their children at the north end of the parking lot at a **maximum speed limit of 15 mph**. No student will

be allowed to cross the parking lot without an adult escort. For the orderly dismissal and safety of all students, we ask that parents or guardians picking up students remain outside the breezeway and classroom hallways. *On rainy days, students will wait in the school elevator hallway for a parent/guardian or registered adult to escort them to the parking lot.*

FINANCIAL POLICY

The full annual tuition fee for each child is approximately 50-75% of the actual cost of providing their education. The congregational General Fund supports the balance of each child's education. Tuition and registration fees are reviewed annually by the School Board and are available in the school office. Tuition and other fees for the school are not deductible for tax purposes (IRS Revenue Ruling 83-104).

MONIES SENT WITH CHILD

When you send money with your child for Grace Christian, please put it in a sealed envelope with your child's name, amount of money enclosed, and what is to be purchased written on the outside.

PAYMENTS

Tuition payments will be collected by the school office or automatically deducted from a checking account (a free service if you are enrolled in "Simply Giving") Each family will sign a contract, selecting a payment plan. Registration fees are paid through the school office. Checks should be made payable to Grace Christian School. Tuition payments made be made one of three ways:

1. Total payment, due September 1. Qualifies for a 5% tuition discount.
2. Automatic withdrawal from checking or savings account. (Save \$40.00 annual handling fee.) Tuition will be deducted for 10 months. Automatic deduction from their personal checking account.
3. Monthly billing. An annual handling fee of \$40.00 will be charged for this service. Tuition will be divided into 10 equal payments due the 1st of each month, starting August 1st and ending with the final payment May 1st. Payments are late after the 15th of the month and a \$20 late charge will be assessed.

REGISTRATION FEE

The registration fee is non-refundable.

SCRIP

Scrip is a program in which you purchase gift certificates from the school to do your shopping and gift giving. When you purchase these certificates there is no additional charge to you. The school purchases the certificates at an average of a 6% discount. Our school budget has been planned to reflect the profits received from scrip. Participation is mandatory; the School Board offers all families the option to purchase scrip or pay an amount equal to the scrip profit budgeted for that family. Once a family has met their financial commitment, all remaining profit will be shared 50/50 with the family. It will be credited towards tuition and registration for the following year. In the case of graduates, Scrip profit may be allocated towards Science Camp or Graduation Trip.

TUITION ASSISTANCE

Financial assistance is available for families with such a need. Parents may request an application for a Family Financial Needs Assessment (FFNA) by contacting the principal. An independent agency makes a recommendation to our board, which considers family need, parental commitment, and available funds in granting a reduction of tuition. No monies are given to the school by this agency. Arrangements by a Service Stewardship Coordinator will allow for your family to assist in areas around the property for up to 30 hours per family per year. A complete list of Service Stewardship will be generated annually and each family receiving tuition assistance will be contacted.

DELINQUENT PAYMENTS

An account will be considered delinquent if payment is not received in the office by the 15th of the month following the due date, and a \$20

late charge will be assessed. Past due accounts will be handled according to the following School Board Policy:

1. A reminder note will be sent when a family is late 10 days. A \$20 late charge will then be due.
2. A written letter and phone contact are made if a family is late 30 days. The School Board is notified, a late charge is assessed, and records are held until all bills are paid.
3. If no action has been taken before 50 days late, the School Board will take the matter to a collection agency and the parent may be asked to terminate their child's enrollment until such time that the account is brought current. No report cards, test results, or school records will be released to families who are not current in all of their accounts, including scrip and day care.

TUITION REFUND POLICY

Tuition may be refunded upon approval of the Christian Education Board for families who have pre-paid and leave Grace Christian School. A request must be made to the principal for a refund. Approved refunds will be issued within 30 days of the approval. Refunds will not be issued for partial months.

CHAPEL SERVICE OFFERINGS

On Wednesday mornings, all pupils assemble for the regular Chapel service at 8:40 AM. The Pastor, church staff, teachers, or classes conduct the worship at the level of the children. An offering is taken to train the child in Christian giving for mission work, and other charitable purposes. The service is not intended to replace the regular Sunday morning worship service, but rather become a supplement to the child's Christian training. Parents/guardians and friends are always welcome to attend these services. Chapel lasts approximately 30 minutes.

CHARGES FOR DAMAGES

A student who defaces, damages, or destroys school property will be liable for payment of the same. In addition, students will be responsible for lost or damaged textbooks or classroom supplies. Report cards will not be released until all fees are paid.

PROMOTION AND RETENTION

All students are expected to maintain a C or better average for the school year in all subjects. More than one F in a subject will cause teachers to question the advisability of promotion. Any student not meeting the minimum requirements could be retained in the present grade for another year. Students who are absent more than 15 days within a school year will not be promoted without the approval of the School Board. Promotion to succeeding grades is noted on the child's report card following the fourth quarter. Double promotion is not a practice of Grace Christian School. Retention at grade level or promotion on a conditional basis may be necessary for some of our students. If either of these two situations appears as a distinct possibility, the parents will be notified before the conclusion of the school year. Retention or promotion will be determined in the best interest of the child and the school. Areas of a possible retention will be discussed with the parent/guardian well in advance.

CHILD ABUSE

A school administrator, counselor or teacher must by law report suspected child abuse. A person who has reasonable cause to suspect child abuse or neglect must immediately, by phone or otherwise, make an oral report, or command an oral report be made, of the suspected child abuse or neglect. Within 72 hours, the person must complete a written report. For more information, contact Child Protective Services at 800-331-1585.

MEGAN'S LAW

In response to the federal "Megan's Law" legislation, which requires the release of relevant information to protect the public from Sexually violent offenders, the California legislature passed AB 1562 and AB 1378 in 1996. These laws amended the Penal Code in California, beginning January 1, 1997, to increase law enforcement agency notification obligations regarding registered sex offenders. The California version of "Megan's Law" gives clear notification obligations to law enforcement:

1. They are required to release information about sexually violent predators when necessary to protect the public.
2. When an officer reasonably suspects that a child may be at risk from a registered sex offender, they may also notify the

school districts.

Aside from providing that law enforcement may notify school districts, the law does not give any guidance to school districts as to how they are supposed to use this information or their responsibilities toward informing students and parents. Parents who wish to obtain information regarding sex offenders in the community are encouraged to go directly to the Tulare County Sheriff's Office at 2404 Burrel Avenue in Visalia. Here you may view the compact disc prepared by the Department of Justice, which includes information about registered sex offenders who live and work in our community.

The following policy is our plan for communicating information received from law enforcement.

In order to protect our students:

1. The Principal or designee shall, at the beginning of the school year, contact local law enforcement to coordinate the receipt of information regarding registered sex offenders. Law enforcement shall be informed that all notifications and correspondence should be directed to the Principal or designee. A letter shall be sent annually to local law enforcement, identifying the name, phone number and address of the Principal or designee.
2. The Principal or designee shall collaborate with law enforcement in order to alert children to the dangers of sex offenders, develop a system for distributing information about sex offenders, and train school staff and parents/guardians about the roles and responsibilities of both the school and law enforcement.
3. The Principal or designee shall at the beginning of each school year, notify parents/guardians of the school's willingness and intention to work with law enforcement on this matter and shall explain the appropriate roles and responsibilities of both the school and law enforcement. (See above article)
4. If and when law enforcement notifies the school of the residency or employment of a sex offender within the area, the Principal or designee shall determine which staff needs to be notified. This determination shall be done on a case-by-case basis. Notification will be made to the staff and school board.
5. Any staff member who receives information directly from law enforcement regarding registered sex offenders shall immediately contact the Principal or designee in order to help ensure that the school is able to respond appropriately.
6. If an identified sex offender is seen on or nearby school grounds or around any student, staff shall immediately contact the Principal or designee. Under some circumstances, the Principal or designee may determine that notification should also be provided to the parents/guardians. In order to help ensure that parents promptly receive the information and that students are not unduly alarmed, notifications will not be sent home with students.

Upon notification by law enforcement that a "serious" sex offender resides in the community, the Principal or designee in consultation with legal counsel, shall collaborate with local law enforcement in order to determine an appropriate response. This response may include a mailing, at law enforcement's expense, prepared by law enforcement and printed on law enforcement letterhead and envelopes, notifying parents/guardians of the presence of registered sex offenders. This notification shall encourage parents/guardians to contact local law enforcement for additional information. Upon notification by law enforcement that a "high-risk" sex offender resides in the community, the Principal or designee shall immediately contact local law enforcement in order to determine the appropriate response.

DISCIPLINE PROCEDURE

The goal of Grace Lutheran Church and Grace Christian School is to raise, with the cooperation of parents, responsible, loving children who realize that their actions produce consequences. Our intent is to provide an environment in which a child is encouraged to be a self disciplined individual who makes appropriate choices throughout the day. Christian discipline has the good of the child uppermost in mind and is carried out in the spirit of true Christian guidance.

The following behaviors, with the cooperation of parents, are what will be expected:

- A. Respect for God and His Word, i.e. proper language, self control
- B. Respect for others, i.e. obeying school rules, being kind and helpful

- C. Respect for property, i.e. care for own materials, maintain school books and supplies
- D. Meet classroom responsibilities, i.e. prepare daily assignments, and meet deadlines

We believe it is a privilege to attend Grace Christian School. There is a tremendous responsibility shared by the staff and students of our school to maintain a Christian attitude for the benefit of all.

Any student who damages school property, the student's family will be charged for the full replacement cost and or repair of the damages.

CONDUCT IN THE CLASSROOM and DAY CARE ROOM: Your child's classroom teacher will communicate acceptable classroom behaviors, expectations, and consequences for good and bad behavioral choices. Students are expected to show respect to their teachers, parents, other staff members, volunteers, and each other. A few of the general classroom rules include following directions, keeping hands and feet to oneself, and always showing respect to others. Interventions by teachers, principal, and other staff will address the problem and students will be required to take responsibility for their actions. Parents will be informed of procedures and consequences in each classroom.

CONDUCT SIDEWALKS AND COMMON AREAS: Students will walk quietly and safely on the sidewalks and stairs. No running, pushing, "horse play" or sliding will be allowed on the sidewalk, stairwells and railing area.

CONDUCT IN THE FELLOWSHIP HALL / LUNCH TIME: During lunch, the students are encouraged to visit quietly and to enjoy one another's company. No loud talking, "horse play" or throwing of food will be allowed. We strongly discourage students from sharing or trading food to help limit the spread of germs. Staff and adult volunteers will monitor the lunch time to ensure the safety of all students.

CONDUCT IN THE BATHROOMS: When students use the bathroom, hands should be washed and the outside door should be left open. There should be no loud talking or "horse play" at any time. Paper towels and such should be placed in the trash cans. Any problems with faucets or toilets (leaking or overflowing, etc.) or any other emergencies should be reported to a teacher immediately.

CONDUCT AT RECESS/ PLAYGROUND:

- * The entire recess will be observed by the supervising teacher, staff person and volunteers to insure safe play.
- * Students will play without striking or disturbing classmates on the playground. Students who play too aggressively will be removed from the activity until they can agree to play properly.
- * All equipment will be used in the manner it was designed for. Proper care of play equipment is for use and enjoyment throughout the year. Damaging equipment through improper use will result in assessing full replacement price to the student's family.
- * Students are to contact the supervising teacher or volunteer if problems arise during play and request help in solving the problem.
- * No throwing of rocks, sand, sticks or other objects (balls and Frisbees, etc are exceptions) during any part of the day.
- * Failure to behave properly during recess may result in a loss of playground privileges.
- * Students who cannot resolve their problems will be removed from the activity until they can agree to play properly without arguing.
- * A complete list of playground expectations can be found in the appendix of this handbook.

CONSEQUENCES FOR NEGATIVE CONDUCT

In the event that a student chooses not to follow the rules of conduct as noted above will

see action from the staff using a six step program. (Please note this is over and above the regular classroom conduct /behavior and consequences.)

SIX STEP PROGRAM

- Step 1 Repentance and forgiveness are exchanged in the presence of the staff member. Parents are notified of the situation via a Student Behavior form in the students folder that is sent home by the staff person involved. We ask that you discuss with child and note what you are doing to assist in clearing this behavior concern. In the event that repentance is not demonstrated, the student will be automatically be sent to Step 2
- Step 2 The teacher will meet with the student to rectify the problem. Repentance and forgiveness will be exchanged in the presence of the another staff member or adult. The teacher will alert the parents of their child's status by a phone call by end of the work day (4PM).
- Step 3 The teacher will notify the principal regarding the situation and a detention form will be sent home with the student. At the detention the teacher, student and principal will meet to rectify the problem. A detention report will be sent home to the parent/guardian as to the result of the meeting. The student and their family will be assigned an early morning (7:30-8:00 AM) or after school (3:15-3:45 PM) detention time. The detention will occur within 72 hours of the cited negative conduct. If the student fails to attend the scheduled detention time that they will move on to Step 4.
- Step 4 The Principal will meet with the student to discuss the problem at which time a one day suspension will occur. The Principal will call the parent/guardian to come and pick up their child immediately. The student will be placed on *probationary status* for the remainder of the school year. The School Board will be notified and a report will be placed in the students file. *Probationary Status* means that the Christian Education Board would be involved to assist in the decision of whether the student will remain as a student of Grace Christian School for the remainder of the school year.
- Step 5 The Principal will meet with the student to discuss the problem at which time a two day suspension will occur. The Principal will call the parent/guardian to come and pick up their child immediately. The student will be placed on *probationary status* for the remainder of the school year. A meeting will be set with the student, Principal, teacher, parent/guardian and the pastor. The Christian Education Board will be notified and a report will be placed in the students file. *Probationary Status* means that the Christian Education Board would be involved to assist in the decision of whether the student will remain as a student of Grace Christian School for the remainder of the school year.
- Step 6 The Principal will meet with the student. The Principal will notify the parents by phone and by letter that their child will be temporarily suspended pending Christian Education Board action.

An emergency meeting of the Christian Education Board will occur where the parents can express their concerns before a final decision of expulsion is made.

These consequences were developed to encourage students to work together, and to lead lives as Christ would have us lead. These consequences will be implemented as impartially and consistently as possible.

Note: Additional consequences may be required in some cases, consequences may be increased or modified at the Principal and Christian Education Board's discretion. All actions will be generated in a Christian spirit with proper use of Law and Gospel.

EXPULSION

There are some unacceptable behaviors that could automatically place a student on Step 3- 5. Possible expulsion from Grace Christian School could result.

These might include, but are not limited to the following:

- * Physical assault against another person.
- * Stealing
- * Disrespect or defiance displayed to those in authority.
- * Harassment of others physically, racially, religiously, sexually, or in any other manner
- * Improper use of schools computers or internet
- * Bullying (see description below)
- * Vandalism
- * Truancy
- * Excessive tardiness
- * tobacco, drug, alcohol use or possession.
- * Violation of weapon policy

WEAPONS POLICY

All weapons or instruments that have the appearance of a weapon are prohibited at Grace Christian School and Grace Lutheran Church. This includes, field trips and other school-related activities. Weapons include, but are not limited to: firearms, clubs, tazers, metal knuckles, mace, explosives, and knives (sharp objects) not approved ahead of time by the staff, etc. Any violation of this weapons policy will be handled with immediate action. Consequences for such violations of the weapons policy will include, but not limited to, the following steps:

1. Any weapon will be confiscated immediately.
2. The violation will be immediately reported to the police.
3. Parents will immediately be contacted.
4. Suspension will begin immediately.
5. A meeting with the school officials and the parents will take place to determine a course of action.
6. The student will need a written report from a counselor to be considered for entrance back into the classroom.
7. All decisions and consequences will be carried out with the best interest and safety of all students, and only after prayerful thought, deliberation, and Christian guidance from our Lord and Savior.

Bullying

We will spend time discussing bullying with your child. We feel it is important for you to understand how we Define bullying. A person is being bullied or victimized when he or she is exposed , repeatedly and over time, to negative actions on the part of one or more person. "Negative actions" would include intentional infliction of, or attempt to inflict injury or humiliation on another person. Bullying is also when a stronger, more powerful

person hurts or frightens a smaller or weaker person deliberately (on purpose) and repeatedly. A student that is cited for bullying will immediately progress to Step 3 or 4 or 5 depending upon the severity of the bullying.

DRESS STANDARD

Our goal concerning dress is that students are safe, are able to participate in all school activities, and that learning is not disrupted. Please select your children's clothing for school with these things in mind: **modesty, safety, neatness, and cleanliness.** In keeping with these ideas the following are required:

- No visible undergarments
- Shorts must not be shorter than mid thigh
- Shoes need a back strap- the shoes should be appropriate for playing during recess, no high heels or high Platform shoes.
- Dresses, jumpers, skirts should be no shorter than a hand's length above the knee.
- Clothing may not have any suggestive or inappropriate symbols or words logos on them.
- Tank top straps must be at least 3 finger widths of the child wearing the top. No spaghetti straps.
- Muscle style tank tops must have a full shirt underneath. No full open arm holes.
- No words or logos written across the buttocks area of shorts, pants, etc.
- Clothing will not have inappropriate slogans or logos. This includes skulls and satanic symbols.
- No exposed or bare midriffs when hands are raised.
- Girls must wear shorts under skirts, dresses, jumpers.
- On water days, girls need to wear one piece swimsuit. Boys to wear boxer style swim shorts
- Clothes should fit appropriately to insure safety and modesty. Clothing that is appropriate for running, climbing an playing should be worn. On foggy and rainy days keep in mind that play areas may be muddy.
- Neck Line of tops must be no more than a 4 finger width from the clavicle of the child wearing the top.
- Hair may not be dyed with spray on hair color. Except as approved for "special" event days
- Earrings should not be the large hoop or dangling kind.
- Students should refrain from wearing makeup.

Clothing appropriate for weather conditions will need to be worn. If a student does not have appropriate clothing for outdoor play they may lose their outside play time. This decision will be made by the classroom teacher. The student will spend time in the classroom or the office during outside play time. Children should follow all good health habits and rules of cleanliness and good grooming concerning dress, haircuts, and general appearance. Appropriate clothing encourages responsible behavior and should not draw undue attention. A student who comes to school inappropriately dressed will be issued an oversized t-shirt to wear for the day or the parent will be contacted to assist in bringing appropriate clothes for their child to wear. If an oversized t-shirt is provided it needs to be returned clean to the school office within 72 hours.

EXTENDED SCHOOL CARE

Any child in Kindergarten through sixth grade presently enrolled in Grace Christian School may enroll in Grace Christian Extended School Care. Enrollment is on a first come, first served basis. When maximum enrollment (30 children) is reached, a waiting list will be made according to date of application and receipt of enrollment fee. If additional staff is available, enrollment may be increased. There is a one-month trial period for all children enrolled. Grace Christian Extended Day Care follows the same discipline procedures as Grace Christian School. A consistent lack of responsibility and disrespect for the authority figures during day care may result in the termination of a child's enrollment.

Half and Full Day Care:

A survey will be sent 2-4 weeks prior to Christmas and Easter Break to determine if Day Care will be provided. We will need a minimum of 5

students signed up in order for Day Care to be provided.

Day care will be provided on some non-school days. If Day Care will not be provided on a holiday, parents will be notified in the monthly Eagle Express. Pre-registration and payment in advance for each session is required. If enrollment is inadequate to provide for staffing costs, cancellation may occur. Parents will be notified and refunds will be made so that alternate arrangements may be made for children.

Hours SEE APPENDIX

After School Day Care is provided Monday - Friday on all school days from 3:00 - 5:45** PM.

Fees SEE APPENDIX

A current fee schedule may be picked up from the School Office or The Day Care room during normal business hours. Rate charged is based on child's days used. Bills are distributed every two weeks. Payment is due previous to the next billing unless previous arrangements have been made in the office.

Billing:

Bills will be sent out every two weeks, based on the number of days your child(ren) attended.

A There is a registration fee per child to participate in the After School Day Care and Holiday Day Care of \$30.00

B Payment is due upon receipt of the invoice. Within five working days of the billing date.
If there are 2 daycare invoices outstanding, the child will not be able to attend after school care until their balance is brought current.

C Make checks payable to "Grace Christian School".

D Payments may be paid in the office or mailed to Grace Christian School, 1111 S. Conyer Street, Visalia, CA 93277. Office phone number: 734-769

Personal Belongings:

The staff or representatives of Grace Christian School are not responsible to replace lost or stolen items of the students of Grace Christian School. No personal toys, game boys, cell phones, etc will be allowed to be used during Before or After School Care or at Summer Day Care. Children are responsible for their own personal belongings (toys, books, etc.). The staff will encourage children to use predetermined areas to store those belongings. Cell phones may be carried but cannot be in the "on" position or used during the school day or Before and After Day Care by any student.

Summer Enrichment Day Care: SEE APPENDIX

Summer day care is available for students registered at Grace Christian School. There is limited space available for non students of Grace Christian. A child must have completed kindergarten through sixth grade to attend our Summer Day Care program. Information is available from the office. Dates of service and fees are announced annually.

GENERAL INFORMATION AND PROCEDURES

FINNANCIAL GIFTS TO THE SCHOOL

We encourage families to consider blessing others from the blessings they have received by making a contribution at any time. You may request that your gift be designated for a specific purpose after consultation with the school principal. Un-designated gifts will be used at the discretion of the Principal and Christian Education Board.

CIVIL DEFENSE DISASTER PROCEDURE

To comply with State Law 202.1, Grace Christian School has developed a plan for protecting our school children in case of disasters and emergencies. Our plan has two important elements: first, the immediate protection of children and removal from the danger areas, and second,

the evacuation of children to their homes if at all possible. A copy of this plan is available in the Principal's office.

FIRE AND EARTHQUAKE DRILL

An approved and efficient fire alarm system is installed in our school. The principal, under the authorization of the Fire Department, conducts unannounced fire drills regularly. The teachers conduct earthquake drills.

LOCK DOWN POLICY

Should the need arise to secure the students and staff in a "lock down" situation you will be notified of the situation that same day or by the next school day at the latest. A "lock down" is generated by the request of our local police department. If a lock down occurs at the end of a school day the children will be held in their locations until an all clear is given. If, you choose to pick up your child during a lock down situation we ask for your cooperation in making arrangements for you to escort your child from the secure location.

HEAD LICE

Grace Christian School conducts periodic head checks for lice and/or nits (eggs). In the event that nits or live head lice are found on a child, the child will be sent home at that time for treatment. Also, the following steps will be taken:

1. The child may return the following day after treatment if nit free.
2. The child will be rechecked in 7 days and if the problem exists, the same procedure will take place. If you find head lice or nits in your child's hair, it is crucial that you notify the school office so that we can check classmates, etc. It is important to know that head lice do not discriminate. They will thrive on a clean head of hair as well as a "not so clean" head of hair. It is also important to know that every family member should be treated, as well as other areas in the home. More information is available in the school office.

INJURY

Common playground injuries, such as scrapes and abrasions, will be treated appropriately. In the instance of a possible head injury, broken bones, sprains and strains, emergency first aid will be administered, parents will be contacted, and if necessary, emergency services will be summoned. Grace Christian School carries an excess accident insurance policy.

MEIDICATION ADMINISTERED AT SCHOOL

We would hope that all efforts would be made to dispense medication to your student at home. However, we understand that this is not always a possibility. We require that the following procedures be followed:

1. **Medication must never come to school in the possession of the student.** The parent must bring all medication to the secretary or day care provider *in person*. If your child has a diagnosis of asthma and must use an inhaler, he/she should keep their inhaler on their person at all times and a medical form should be on file. (Keeping the inhaler in a small fanny pack may be a good idea.) A signed parental permission form must also be on file in the office before any non-prescription medication is administered. Without such a form the only alternative is to have the parent come to school to dispense the medication. This includes such things as aspirin, pain reliever, and cough drops.
2. Medication, both non-prescription and prescription, must be in the original container. Pharmacies will often prepare an extra bottle with instructions at no extra charge, for your child's prescription medication. Office staff will not supply any medications.
3. Prescription medication must be accompanied by a written statement signed by the doctor and parent detailing the method, amount, and time schedules by which to dispense the medicine. A current prescription label with a signed parent permission form is also adequate. A form is available in our office, which you may use for this purpose.

HOMEWORK

Homework will be required of Grace students. Parents are encouraged to provide a study area in the home and set a particular time that homework activities can be done. Parents may be asked to direct, not do, homework assignments and are not expected to teach the materials necessary to complete the work. Homework, as well as written work, may include activities such as news reporting, recreational reading, viewing specific television programs, games, and art activities. Reasons for homework:

- To build responsibility for assignments by having students complete work independently and turn it in when it is due.
- To complete work not finished at school.
- To build interest in reading and learning.
- To make up work missed due to absence.
- To encourage parents' awareness of student learning.
- To provide additional time for work that is difficult

HONOR ROLL

Students in grades 4-6 can achieve the Honor Roll by having a 3.0 or above Grade Point Average (G.P.A.), or the High Honor Roll by having a 3.5 or above G.P.A., with no grades of "D" or "F" in any subject. The academic subjects used in computing Honor Roll are math, reading, written language, spelling, social studies, and science. Honor Roll awards are presented at the end of each term.

LUNCH

Lunches should be sent in a sack or lunch container with the student's name clearly marked. All thermoses should be unbreakable. Please plan nutritious and properly proportioned meals. It will not be possible to provide refrigeration or facilities (microwave) for heating food for student lunches. We strongly recommend that you do not send soda with your child's lunch. All classes eat lunch together, in mixed grade groupings. All classes eat in the lunchroom (Fellowship Hall) which is supervised by at least one staff member.

HOT LUNCH PROGRAM

Hot lunch is available on Monday- Friday, and menus are sent home in advance. A committee of the EAGLE Boosters runs this program. Payment for lunch is to be sent to the school office in a labeled envelope by the deadline requested for a student to be served hot lunch. Students will be encouraged to sample each item on the menu for each lunch served if they have purchased hot lunch.

LUNCH MILK PROGRAM

A committee of the Eagle Boosters maintains and oversees this program. Students may purchase low-fat milk ($\frac{1}{2}$ pint) at school. The milk is sold on a 20 milk punch card method. Milk is provided with each hot lunch. If your child cannot drink milk it is your responsibility to provide your child a beverage to drink on hot lunch days that they have signed up for. Cost for each year will be announced during the first week of school. Please note if you purchase milk for your child we will have a policy that the child will need to drink half of the carton of milk before they will be allowed to leave the lunchroom.

LOST AND FOUND

Items are collected and located in the Day Care Room. Those items not claimed by the final day of school each term will be given to a charitable organization if they are not labeled with the student's name. Please see the principal for assistance. Please note Grace Christian School is not responsible for lost or stolen items left unattended on the property.

LOST AND STOLEN ARTICLES

In the event that personal property is lost, stolen, or damaged while at Grace Christian School, the school will do all in its power to assist with restoration of this property, but cannot be responsible for reimbursement for lost, stolen, or damaged personal property. Non-essential items and valuables should be left at home for safety purposes.

PARENT ORGANIZATION--EAGLE BOOSTERS

Grace Christian School EAGLE Boosters exists for the purpose of promoting the welfare of our children in the home, school, community, and church. It is our goal to bring the home and the school into close relationship, so that parents and teachers may cooperate intelligently in the Christian education of all the children.

Activities of the EAGLE Boosters include assisting the staff in the educational programs of the school, sponsoring activities for parents/guardians, students, and members of Grace Lutheran Church, and fund raising.

Upon enrollment of your child in our school, all mothers and fathers (or guardians) automatically become members of our organization and are encouraged to participate. The times of the meetings are published in the Eagle Express. Minutes are available from the Booster secretary upon request. Booster meetings are held once a month. Every parent / guardian is strongly to attend and participate in Booster meetings and activities.

PARENT-SCHOOL COMMUNICATION

We at Grace Christian School encourage open communication between parents and the school. We know that good, and healthy two-way communication results in a positive learning environment for your child.

When you have a need to communicate with your child's teacher, please phone the office and leave a message, or send a note. Teachers will respond as soon as possible. Please check with your teacher for the best time to contact her. You may also leave a message on voice mail.

CLASSROOM VISITS

We believe that instructional time is very valuable and desire to keep interruptions to a minimum. Any items or messages needing to reach your child are to be left in the office. Parents are welcome to visit classes with previous arrangements made through the teacher. We ask that you observe the following procedures:

1. Check in at the school office before going to the classroom. You will be given a guest pass to wear. Since students are asked to report any stranger on campus, your guest pass will ease your access.
2. Take a seat at the back of the classroom where you can observe your child.
3. If you have questions, jot them down and talk to the teacher at recess or after school. Once again, minimizing disruption of instruction is the goal.

DELIVERIES

All deliveries (lunches, books, P.E. clothes, etc.) must be left in the school office. The classroom teacher will be informed of a delivery in the office and will determine the best time for the student to pick up the delivery from the office. Parents/Students should notify the office if they are expecting a delivery.

BIRTHDAY CELEBRATIONS

You are welcome to provide a special snack for the class on your child's birthday. This should be cleared with your child's classroom teacher. Who will designate a time for the "celebration." PLEASE DO NOT distribute party invitations on school property unless every child in the class is invited. (Boys inviting all boys in class; girls inviting all the girls.)

PARENT / TEACHER CONFERENCES

A supportive and cooperative relationship between student, parent, and teacher is a vital part of a successful educational experience. You will be asked to attend two parent-teacher conferences, one the First Trimester, and one after the Second Trimester. A mid-trimester conference with your child's teacher may also be scheduled. Please make every effort to attend these conferences when they are scheduled. You may call to

make an appointment to meet with the teacher whenever necessary throughout the school year.

COMPLIANT PROCEDURES

Occasionally problems or disagreements may exist between parties or over policies. The following guidelines are given as a means for Christian conflict resolution:

First *pray* about the problem. God may inspire you as to how to solve the problem.

If you have concerns about a classroom situation:

1. Make an appointment with your child's teacher.
2. If, for some reason, the parent-teacher conference does not resolve the concern, the parent and teacher may request a joint conference with the school principal. The principal will arrange a meeting time at the earliest time convenient to all.

If you have concerns about school policy:

1. Contact the school office to arrange a conference with the principal.
2. If, for some reason, the parent feels the conference did not resolve the concern, the parent may refer the matter to the Christian Education Board.

PHONE USAGE

The telephone is an important tool at Grace and is to be used by the staff. A student may use the telephone only with a phone pass from the teacher. To help develop responsibility among the students in remembering those items that are important to school (homework assignments, lunch, jackets, etc.), they will not be allowed to use the phone unless the teacher has given permission.

THE EAGLE EXPRESS

The Eagle Express is a monthly newsletter aimed at sharing important information and notifying parents of school events. In addition, teachers send information from the classroom on a weekly basis. Reading all material sent from school will make it possible for you to participate more fully in your child's education. Please make it a habit!

PERSONAL BELONGINGS

The school provides playground equipment and classroom games for students. To prevent loss or damage, students are not to bring the following items to school: games, toys, electronic equipment, and playground equipment. Please note, Grace Christian School is not responsible for lost or stolen items left unattended on the property. Cell phones may be carried but cannot be in the on position or used during the school day or Before and After Day Care by any student. If a student found using a cell phone during the school day or Before and After Day Care it will be confiscated. The parent will need to pick up the phone, toy, electronic game etc. in the school office during normal business hours.

RECORDS AND TRANSFER

A cumulative record is kept for each child. The records contain all the data that the classroom teacher will need for effective guidance of the child. The record gives in concise form, personal information for a complete history as to health, attendance, standardized achievement test results, scholastic achievement, personal history, and Christian conduct. The records are filed in the school office and are available upon request to the teacher or parent/guardian when he/she needs them. After the child graduates from Grace Christian School, the records are transferred directly to the next school attended, as long as all accounts (tuition, scrip, and day care) are current.

CHRISTIAN EDUCATION BOARD INFORMATION

Grace Christian Education Board meets monthly to review policies and to plan for the future of Grace Christian School. Meetings are scheduled for the first Monday of the month at 6 PM and are open to visitors. Those wishing to address the Board will need to contact the Principal or

the Board Chairperson to be placed on the agenda. Contact the office for information about how to contact Christian Education Board members. The chairperson, who is elected by the members of Grace Lutheran Church, appoints Christian Education Board members.

SCHOOL LIBRARY

To use our School Library is a privilege that exists for all the children of Grace Christian School in grades K-6th. A privilege is the right to do something special and is earned by good behavior. Here are some good library habits we would like you to use:

1. Respect the books and computers.
2. Respect the staff and students.
3. Respect the rules.

For each book lost or damaged please contact the office to arrange to pay or replace the book at replacement value.

STUDENT PRIVACY

Student records are private and may not be released except by written permission of a parent or legal guardian. Federal law states that schools may send a student's educational record to officials of other schools or school systems in which the student intends to enroll, upon condition that the student's parents be notified of the transfer, receive a copy of the record, if desired, and have an opportunity to challenge the content of the record.

STUDENT SUPPLIES

The registration fees charged to each child annually covers the cost of construction paper, most art supplies for all grades, and other curriculum books and supplies. The student must furnish some supplies. A list is mailed to all students enrolled for each school year. Parents should check with their child(ren) on a regular basis throughout the year to determine whether replacements are needed.

BIBLICAL INSTRUCTION

All students are to memorize weekly Bible verses. Daily Bible lessons are given in each class as a regular part of the curriculum. Biblical principles toward attitude and behavior are applied throughout the day. Students must also attend a weekly chapel service.

FIELD TRIPS

We rely on parent transportation to transport children on field trips, competitions, sporting events, etc. All drivers must fill out proof of adequate insurance prior to transporting students other than their own child. All students must return a signed field trip permission form in order to go with the class on each field trip. Drivers and students are not to leave the group for lunch or any other reason. Field trips are part of the student's education experience. Information will be sent home regarding the parental authorization and help. In most cases siblings are NOT to be brought on field trips unless approved by the classroom teacher. In all cases our insurance does not cover them. Every effort is made to assist the student and parent to afford the expense of a field trip. Families with financial concerns regarding a field should discuss with the classroom teacher or principal. Student participation in a field trip is a privilege. Repeated discipline problems or serious behavior infractions may result in the student becoming ineligible for a field trip. According to the Christian Education Board policy outstanding billing may also result in student becoming ineligible for a field trip.

EXTRA-CURRICULAR ACTIVITIES

ATHLETICS

All students in grades K-6 may participate in the Lutheran School Track Meet held each spring, unless behavior or grades become a problem. If your account is past due it is the School Board policy that child may not be eligible to participate. In order for a student to participate in the athletic event they must also meet the appropriate dress code for that event.

MUSICAL

Students will participate in a musical presented by the full student body of Grace Christian School. Students who have repeated behavior problems during rehearsals or in class may be removed from a musical performance. If your account is past due it is the School Board policy that child may not be eligible to participate. If account is past due it is the Christian Board policy that child may not be eligible to participate.

IN CLOSING

God has given parents and teachers the awesome responsibility to instruct and guide our students. It should be the child's responsibility to observe willingly all the regulations of school, to uphold its Christian values, to put forth their best effort in all studies at home and school, and to treat everyone with respect and kindness.

We pray that all our children may have the opportunity of receiving a Christ-centered education in an age where many vigorous assaults are being made against the faith of our youth. A sound Christian education can prepare our children for the many attacks made against their faith. Thank you for choosing Grace Christian School to assist you in this education. We look forward to working with you this year.

"Train up a child in the way he should go, and when he is old he will not depart from it." Proverbs 22:

Playground Rules

Playground Balls -

The student who takes the equipment out to the play area is responsible for returning the equipment to the proper location. Students who do not return equipment at the end of recess will not check out any equipment for the rest of that week and the following week. All balls and equipment must be used on grass or blacktop areas only. Loose balls, which go past the fence, may not be retrieved without permission of the supervising teacher. Balls, which go over any fence, should be reported to the supervising teacher.

Sand Area -

Keep sand in the sand area. No digging in dirt below the sand layer. Only walking is allowed in the sand area.

Swings -

One student per swing. Swing straight back and forth while seated. Take turns with others. (If all swings are full, count to 30 on any swing.)

Slide -

Walk up steps and wait for your turn. Only one student may sit and slide forward down the slide at one time. Immediately leave landing area so that others may slide also. Do not climb up slide or sit outside the tube.

Bars -

All bars are for hanging only. Do not boost another student onto any bar. Do not sit on tip of "monkey bars". (If all bars are full, count to 30 on any bar.)

Parallel Bars -

Three students per bar.

Glider - Mount the glider from either end. One student at a time may swing all the way across and drop off.

Soccer -

One soccer game in designated area only. Use the boundary lines. No pulling or climbing on soccer goals. Intentional tripping is not an acceptable behavior.

4-square -

The ball must be dropped and served with two open hands from the serving area. The ball must be hit with an open hand. No holding. The ball must bounce in your square before you hit it. Lines are out. First person in line is the judge. Standard 4-square rules will be followed. No teams.

Jumping Rope -

Jump ropes are for jumping only. Grades K-3rd may jump on sidewalk area between stairs. Grades 4th-6th may jump on the blacktop area.

Free Play Area -

Students should not play on cement area in front of classrooms when grades K - 3rd are in class. One of the following may be played:

Tag Games - Flags are to be used in grades 4th - 6th

Kick Back - Soccer balls only

Catch Games - Football, Frisbees, Tennis Balls, and Foam Balls may be used.

Softball - Foam Ball, Foam Bat, and Throw-down bases may be checked out in grades 4th - 6th.

Playground Discipline:

If the rules are not followed, the student will:

1. Serve an immediate time-out and possible detention.
2. While in detention, write out the problem and solution.
3. Have detention paper signed by playground supervisor, classroom teacher, and parent. Students will not have recess until the signed detention paper is returned to school.

4. If problems continue, a Behavior Referral will occur. (See Discipline Procedure, page 5.)

GOOD SPORTSMANSHIP IS EXPECTED IN ALL ACTIVITIES.

"Be devoted to one another in brotherly love. Honor one another above yourselves." Romans 12:1

**Grace Christian School After School and Summer Child Care
Service Hours and Fee Schedules
Available for
Grace Christian School
Kindergarten through Sixth Grade Students**

- \$30.00 registration fee per student for the current school year, Child Care.
- \$30.00 registration fee per student for the summer Child Care

**After School Child Care Fee Schedule
Min of 1 hour will be charged and pro-rated by
¼ hour (\$1.00) thereafter**

Min. rate \$4.00 per hour/ student

3:15-4:15 PM	\$4.00

4:15-4:30 PM	\$5.00
4:30-4:45 PM	\$6.00
4:45-5:00 PM	\$7.00
5:00-5:15 PM	\$8.00
5:15-5:30 PM	\$9.00
5:30-5:45 PM	\$10.00
5:45-6:00 PM	\$11.00

**School Year Minimum Day, Day Care Fee Schedule
Hours: Noon - 3:15 PM**

Fee: \$8.00 per student
After 3:15 PM the regular after school day care fee schedule will be in place.

**School Year Holiday Day Care Fee Schedule
Hours: 7AM - 5:45 PM**

Full Day (5 hours or more) \$25.00
 Partial Day (Less than 5 hours) \$20.00
\$30.00 registration fee per student for school year Child Care, includes After-School Care, minimum days and holidays during the school year.

**SUMMER Day Care Fee Schedule
Hours: 7AM - 5:45 PM**

Full Day (5 hours or more) \$25.00

Partial Day (5 hours or less) \$20.00
\$30.00 registration fee per student for Summer Child Care.

- ❖ A complete calendar of events & themes for our Summer Child Care will be available in late Spring of the current school year.
- ❖ The Summer Child Care students will be attending the Vacation Bible School that is hosted by Grace Lutheran Church.
- ❖ The Discipline Policy of Grace Christian School is the policy that is in place for the Summer program as well.

Return this form no later than the first day your child(ren) begin school at Grace Christian.

Dear Parent / Legal Guardian,

We would like to have this form signed and in your child's file no later than the first day of school.

Thank you in advance for your cooperation. If you have any questions or concerns do not hesitate to talk with me or one of the classroom teachers.

Joy in Jesus, Sandy Eitel, Principal

I have read and understand the policies and procedures set forth in the Grace Christian School Parent/ Student Rights and Responsibilities Handbook.

I understand that Grace Christian School is not a cure for discipline and behavioral problems, but a Christ-centered school, with the goal of putting Christ first in everything.

Parent's Name (please print)

Parent/Parents Signature

Date Signed

Please print child(ren)name below
