



ELEMENTARY SCHOOL

HANDBOOK
For Parents and Students

MISSION STATEMENT

The mission of Calvin Christian School, in cooperation with the home and church, is to teach the whole child from a biblical worldview, founded in the Reformation, providing children from Christian families with an excellent education for a life of Christ-centered service.

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Welcome to the Calvin Christian School community. It is a privilege for us to partner with you in your child's education. Our main goal is to provide a strong academic education that connects faith and learning within the context of a safe, secure environment. We also desire to have your family make deeper connections with the school.

To assist you in establishing those connections, we encourage you to read through this handbook. The handbook will help you become familiar with the background of the school and its policies and procedures as well as give you other important information concerning home and school communication and opportunities to serve. Please keep in mind that new policies may be implemented, or current policies modified, throughout the school year. If a change is made, the school will notify you.

Once again, we look forward to working alongside you and your family to prepare your child to know and understand God's world, to serve others and to fulfill his/her calling as a Christian.

STATEMENT OF FAITH

Calvin Christian School serves Christian parents and their children. A variety of churches are represented at our school. The education at Calvin Christian comes from a biblical perspective founded in the Reformation. The following Statement of Faith articulates the basic biblical beliefs that form the foundation of Calvin Christian and its educational practices.

- We believe that there is only one God, eternally existing in three persons: The Father, Son and Holy Spirit. This God has revealed himself to us by his creating, preserving, and governing the universe and by the written Word of God, the Bible.
- We believe the Bible is the only inspired, infallible, inerrant, and authoritative standard for what we believe and how we live.
- We believe that humanity was created in perfection, but Adam and Eve, our first parents, fell into sin. Therefore, every person is born in sin and is corrupted in their spirits, thoughts, emotions, and wills. Apart from the work of God, we are spiritually helpless and dead in sin.
- We believe that Jesus Christ is true and eternal God. This eternal Son of God became man, died on the cross to atone for the sins of all who believe, rose bodily from the dead, ascended into heaven and sits at the right hand of God the Father. Jesus will return to earth in power and glory on the final day to judge the living and the dead. He is reigning now at God's right hand, and he sends his Holy Spirit into the world.
- We believe in the Holy Spirit who is eternally co-equal with the Father and the Son in power and glory. The Holy Spirit works to bring the dead to life by giving sinners the gift of faith and by enabling them to honor God in their lives.
- We believe in one holy, universal church founded on and affirming the teachings of the apostles.

GENERAL INFORMATION

PHILOSOPHY:

Calvin Christian School strives to teach, in cooperation with the home and church, all that is necessary to prepare children of God to serve in their communities and impact the world around them. All instruction is based on the infallible Word of God. By integrating high academic standards and strong biblical principles, our sincere Christian staff provides a positive learning experience in a caring, Christian environment. Teaching addresses the academic, spiritual, emotional and physical needs of the whole child. Calvin Christian is Reformed in perspective but non-denominational in enrollment.

GOALS AND OBJECTIVES:

1. Calvin Christian will offer a curriculum that provides a quality education and a knowledge of God's Word and world.
2. Students will demonstrate personal growth and development in academic, spiritual, emotional and physical aspects of life.
3. Students will become aware of their responsibilities as citizens by understanding the fundamental and governmental structure of society.
4. Students will acquire skills and interests that encourage a life of service, enrich their lives and prepare them for the challenges of further education, future careers and family life. Informed by a Christian perspective, students will develop skills in the areas of reading, writing, communication, critical analysis, self-discipline and decision making.

HISTORY OF CALVIN CHRISTIAN SCHOOL:

"Train a child in the way he should go, and when he is old, he will not turn from it." Proverbs 22:6 (NIV)

Guided by that verse and a strong commitment to Christian education, members of the Christian Reformed Church of Escondido formed a Christian school society in the late 1950s. As a result of their prayers, persistence, and plans, construction began in 1961.

Everyone did what they could to help. Men showed up regularly with their hammers and nail bags to donate hours of labor. Ladies in the already active Mothers' Club (now called CCS Service Group) held fundraisers. After much hard work and personal sacrifice, Calvin Christian School opened its doors on September 5, 1961.

The original school building consisted of two classrooms and an office/teachers' lounge. Grades 1-4 met in one classroom and grades 5-8 in the other. When classes needed to be separated for various projects, the teachers used the office as a third classroom. Three teachers worked with the 66 children who were enrolled.

How things have changed at Calvin Christian! That original building has grown into four separate campuses where a staff of over 45 works with over 450 students who attend the preschool, elementary school, junior high and high school. Calvin Christian's facilities have grown to include a library, two computer labs, a gymnasium, two music rooms, and playing fields. New additions were added in 1994, 1997, 1998 and 1999 to allow for even more growth, both in the number of students and in the curriculum. Calvin Christian Preschool began in the of Fall of 2003. The Preschool is open to two-year-old through five-year-old children whose parents desire a Christian alternative for day care and preschool. Calvin Christian also began accepting international students in the fall of 2006.

Calvin Christian School is not just a group of buildings stocked with Christian teachers and students. Calvin Christian School is a unified body of believers who, through faith, are striving to provide a God-honoring, Christ-centered education for their covenant children. Thus far God has honored these efforts. By his grace, Calvin Christian School has been in existence for over 50 years and is actively working and planning for many more years to "train up a child in the way he should go."

MEMBERSHIP AND ACCREDITATION:

Calvin Christian School is a member of **Christian Schools International**. Christian Schools International (CSI) was the first educational organization to serve Christian schools. Founded in 1920, it has more than nine decades of experience serving Christian schools throughout North America and the world.

The mission of Christian Schools International is to promote and advance Christian education. They provide the support, products and expertise that assist Christian teachers and administrators in their task of teaching students to know God and His world. For more information about CSI visit www.csionline.org

Calvin Christian School is accredited by the **Western Association of Schools and Colleges**. The Western Association of Schools and Colleges (WASC) is one of six regional accrediting associations in the United States. The Association provides assistance to schools located in California, Hawaii, Guam, the Commonwealth of Northern Marianas, American Samoa, the Federated States of Micronesia, the Republic of the Marshall Islands, Fiji and East Asia.

Accreditation is a voluntary process that serves a dual purpose. First, schools must show that they are worthy of the trust placed in them to provide high-quality learning opportunities. Second, schools must demonstrate continual self-improvement.

An accredited school focuses on a mission and goals for its students. The school is student-oriented and examines its students' performance continuously. It accepts objective evaluation from a team of outside peer professionals trained by WASC. In addition, it maintains a qualified faculty within an effectively organized school. It also collaboratively assesses the quality of its educational programs on a regular basis, and it plans for the future. For more information about WASC visit www.acswasc.org

ORGANIZATION:

Calvin Christian School is a parent controlled and operated organization. Membership of the society consists of parents and guardians of children attending the school and all persons who have reached the age of 18, provided that they are in agreement with Article II of the society's Constitution. Article II states, "The society and all instruction given in its school(s) is based on the infallible Word of God as expressed in the standards of the Reformed faith."

Voting members are those members of the organization who through belief and church affiliation hold to the infallible Word of God as expressed in the standards of the Reformed faith.

Calvin Christian School is governed by a nine-member board that meets regularly to conduct the business of the school. Voting members meet at least once a year to elect three board members to serve a three-year term. The voting members also adopt the proposed budget and vote on any major expenditures or projects.

STAFF:

All employees of the school are Christians who strive to live lives that reflect their Christian beliefs. All teachers and administrators are credentialed graduates of accredited colleges and/or universities. Many have advanced training and Master's degrees. Ongoing professional growth is required of all teachers and administrators.

The staff considers itself to be a partner with the Christian home. Students and parents are encouraged to discuss any problems, whether academic, spiritual or personal, as they arise. Aside from the regularly scheduled parent/teacher conferences, teachers are willing to have personal conferences as necessary. Though each teacher will work to help each child grow academically, the subject matter will never be more important than the student. Principals and administrators also welcome input from students and parents.

PLEDGE OF COOPERATION:

See appendix.

FINANCES:

Parents must remain on the payment schedule agreed upon at the time of enrollment. Monthly payments must be made by the 5th of each month or the child(ren)'s enrollment will be considered in question and will be reviewed by the Finance Committee and School Board. According to Board policy, if a student attends any part of a quarter and is then withdrawn or expelled, parents are responsible for the full tuition charged for that quarter.

COMMUNICATION

In any family, good communication is essential to maintaining good relationships. Calvin Christian School strives to keep communication lines open in all areas by using the following tools:

NEW STUDENT ORIENTATION:

The individual teachers will contact their new students and schedule a time for them to meet and to visit the classroom prior to the first day of school.

NEW PARENT ORIENTATION:

All parents new to Calvin are required to attend this meeting early in the school year. This informational meeting will outline the philosophy of the school as well as provide practical information about the school's operation, schedules, parent involvement, hot lunch and other programs at Calvin Christian.

"BACK TO SCHOOL NIGHT":

Early in the year the school hosts this special evening where parents can come to school and meet the teachers. At that time, the teachers explain their classroom policies and plans.

SCHOOL DIRECTORY:

Shortly after the school year begins, each family receives an all-school directory which contains the names, addresses and phone numbers of all the teachers and the families who have students enrolled in Calvin Christian. It also contains a listing of all the staff, the school board members, CCS Service Group officers and Booster Club officers. The directory also provides class lists for each grade, a school calendar, Junior High sports schedule and information about CCS Service Group.

INFORMATIONAL BULLETINS:

Teachers usually send home a weekly "newsletter" that highlights the topics of study and important events for the week. In addition, a *Monday Bulletin* is provided by the office each week. It contains special announcements and lists important events for the whole school system. It is sent home every Monday with the youngest student of each family. Additional copies are available at both school offices and on the website. The school's newsletter, *The Crusader*, is mailed home to all members of the school society approximately four times a year. *The Cord* is a publication sent to alumni and supporters approximately three times a year.

WEBSITE:

Our website www.calvinchristianescandido.org offers current information about the school and provides access to many other school resources.

PHOTO PUBLICATION POLICY:

See appendix

STATE OF THE SCHOOL:

Each spring a report on the progress of the Strategic Plan and other key issues will be given to all supporters. The date of the meeting will be published later in the school year.

PARENT-TEACHER CONFERENCES:

After the first quarter of school has been completed, the office schedules parent-teacher conferences. At this time, parents can meet with teachers to review their child(ren)'s progress. In addition to this scheduled session, teachers are willing to have conferences with parents as needed.

PROBLEM SOLVING PROCEDURE:

The staff at Calvin Christian School welcomes questions and comments from parents and students. Though they work hard to communicate clearly and keep misunderstandings to a minimum, they also recognize that no school system, teacher or student is perfect. Occasionally problems or difficulties may arise for individual students. If this occurs and the student or parent feels an issue needs to be addressed specifically, please follow the guidelines. See the Parent-School Partnership Agreement in the back of this handbook.

**Calvin Christian School
ESLRs
(EXPECTED SCHOOLWIDE LEARNING RESULTS)**

Core Beliefs

Our purpose is to teach the whole child from a biblical worldview, founded in the Reformation. Our strong core curriculum forms the foundation for student learning. Students and staff are expected to meet high standards and to be active in the learning process. Students are encouraged to acquire knowledge, seek truth and apply what they learn to every area of their lives. Our goal is to prepare students to become independent learners with the necessary skills and motivation for lifelong learning and service.

**CALVIN CHRISTIAN SCHOOL STUDENTS ARE EXPECTED
TO DEMONSTRATE GROWTH IN THESE FIVE AREAS:**

Capacity for Life-Long Learning

1. Students develop and exhibit skills that will enable them to be lifelong learners who access information from a variety of sources, practice time management and make informed choices.
2. Students develop and exhibit attitudes and abilities that will enhance a life of Christian service.
3. Students explore, establish and pursue long-term goals, both personal and professional.

Christian Citizenship

1. Students demonstrate responsible behavior.
2. Students participate in service activities.
3. Students recognize the demands of Christian stewardship on property, abilities, and time.
4. Students understand themselves as a part of a culturally diverse world.
5. Students see their role in redeeming the world for a sovereign God.

Cognitive Growth

1. Students acquire a comprehensive, organized body of knowledge.
2. Students become critical thinkers who comprehend and evaluate information, solve problems and draw conclusions supported by evidence and apply what they learn.
3. Students evaluate what they have learned according to God's revelation.

Creativity

1. Students recognize that all abilities are gifts from God.
2. Students develop creative expression.
3. Students demonstrate original thinking.

Communication

1. Students effectively communicate their knowledge.
2. Students clearly articulate a point of view.
3. Students engage in significant dialogue with peers and adults.
4. Students interact collaboratively with other students to reach a common goal.

ACADEMICS

CURRICULUM:

Calvin Christian offers a full, well-rounded curriculum to all students. All subjects are taught from a Christian perspective.

The following grading scale is used in grades 3 - 5. Teachers may adjust the scale slightly depending on the difficulty of the material. As appropriate, the grade given may also reflect the student's effort and attitude. In the lower grades, letter grades will not be used.

GRADING SYSTEM:

A+ 97 – 100	B+ 87 - 89	C+ 77 - 79	D+ 67 - 69
A 93 - 96	B 83 – 86	C 73 – 76	D 63 – 66
A- 90 – 92	B- 80 – 82	C- 70 – 72	D- 60 – 62
			F 0 – 59

Incomplete: Under special circumstances an "I" for incomplete will be given. In such a case the student has two weeks to complete the work. If work is not completed the "I" grade will become an "F."

Benchmark Scale for Grades K - 2:

- 4 = Exceeds Grade Level Expectations
- 3 = Meets Grade Level Expectations
- 2 = Approaching Grade Level Expectations
- 1 = Below Grade Level Expectations

Progress reports are sent by mail at the five week point of the first quarter. They are then sent home at the five week point of each following quarter *as necessary*. In some elementary grades, parents will be contacted by phone or email. Report cards are sent home with students at the end of each nine week period. Special arrangements must be made with the office to have them mailed home. Also, please notify the office if your child needs more than one copy due to family circumstances.

ACADEMIC TESTING PROGRAM:

Each October all students in grades 3-5 take a national standardized test, the Iowa Assessment Test.

HOMEWORK:

New material is first taught in class. When the teacher is assured that the students have enough understanding and skill to succeed independently, homework may be assigned as practice, review, and / or application. Homework is an important component of education at Calvin Christian School.

First through fifth grade homework assignments should average about 10 minutes in first grade up to 50 minutes per day in fifth grade. Fifth grade Band students will also be required to practice their instrument for 30 minutes each day.

Division of Responsibility of Homework

TEACHER	STUDENT	PARENT
To give assignments that the students/class can do without parental assistance.	To make sure assignments are received and understood.	To help students plan their time so that their schedule allows sufficient study time on a regular basis.
To assign work only after careful consideration of student/class needs, maturity, and ability.	To bring home necessary books and materials.	To provide a working environment that fits the students' needs.
To adequately prepare and properly motivate the student/class prior to assigning the work.	To do work neatly and legibly.	To encourage the child and to be understanding in a positive way, insist that the work be done.
To report progress to both the child and the parents	To show completed assignments to the parents	To help the student but not do the work for them. Help the student to understand the idea or concept, memorize the fact, or gain the skill.
To contact parents and keep them informed when students are not completing a satisfactory number of assignments.	To complete and return assignments when due.	To check that homework has been completed and returned when due.

ADMISSIONS

KINDERGARTEN ADMISSION:

To enroll in kindergarten a child must be five years old before September 1. All students must pass Calvin's kindergarten screening test.

TRANSFER STUDENT ADMISSION:

1. Upon successful conclusion of the admission interview, the office will request a transfer of transcripts/report cards from the current school. If timing is a factor, report cards from the last two years may also be accepted.
2. All students in grades first through fifth will be tested to determine academic placement and to provide information as to how the school can best serve their needs in the upcoming school year.
3. The principal reviews the past two years of transcripts/report cards to determine placement. If placement is in question due to home schooling, an unknown school, poor academic performance or any other reason, more information will be requested from the previous school or other resources.
4. Transferring students who are not 6 years old by September 1 and desire to enter first grade will be tested for academic readiness. The principal may also determine social maturity by reviewing the kindergarten report card and by discussing the situation with the kindergarten teacher or preschool personnel. Under-aged students may be required to repeat kindergarten to ensure first grade readiness.

HOME SCHOOL STUDENT ADMISSION:

Calvin Christian will admit students who have been home schooling under the conditions described below:

When students return to or enter Calvin Christian after home schooling, the following procedures will be followed

1. Certification indicating instruction was given under a supervised program must be provided.
2. Placement at Calvin Christian will be determined by school personnel on the basis of the student's age and the student's performance on a recognized test to be approved by Calvin Christian school personnel.

PART-TIME STUDENTS:

Part-time students are subject to all policies, procedures, rules and expectations.

INTERNATIONAL STUDENT ADMISSION:

International students will be admitted using the same admission criteria used for local families. The Board has established a limit for the number of international students to be no more than one per classroom.

ATTENDANCE

The school day runs from 8:05 a.m. – 2:50 p.m. Regular attendance is vitally important for a successful school experience. Absences should be avoided if at all possible. Absences will be recorded on the permanent record. Calvin Christian School allows students a maximum of 15 absences per semester. A letter will be sent home when a student reaches 10 absences. Students arriving on campus between 8:10 a.m. and 9:00 a.m. will be marked tardy. Students arriving after that time will be marked either a half or full day absent.

EXCUSED ABSENCES:

When a student is ill, the parent should notify the school office by phone on the morning of the student's absence. The parent may request that the student's assignments be sent to the office for pickup or that they be sent home with a relative or friend. Teachers will make every effort to get the student's homework ready. Because of time pressures, they may not be able to do so for a student absent only one day. Students will be expected to make up any missed work as soon as possible. Teachers who have specific guidelines for making up work will convey them to their individual classes

PREARRANGED ABSENCES:

An arranged absence will be permitted with parental consent and with prior consent of the principal. Approval for a prearranged absence needs to be given well in advance. Please observe the following guidelines:

1. Avoid any unnecessary absences from school. Students miss a great deal when absent from classroom instructional time. Even the best students cannot make up work on their own when they do not have the benefit of classroom instruction, especially if they miss a test or the introduction to a unit.
2. Parents should attempt to plan trips and vacations around school vacation days.
3. Parents are responsible, along with their child, to see that their child's homework is completed upon their return to school.
4. The teacher(s) will cooperate as much as possible in assigning the student work in advance. However, this is not always possible since some work cannot be prepared in advance. Also, teachers cannot always gauge the exact speed of progress a class will make in covering material. Make-up work takes longer to correct, so feedback to the student on those assignments may be delayed.
5. In some cases, teachers may find it best to give the student special assignments.
6. The student may not receive credit for assignments that are not completed by the due date.

TARDINESS:

Promptness to class is very important. Students are to be in their seats and ready to work when the bell sounds. Tardies will be assessed for being late for school. Students arriving on campus between 8:10 a.m. and 9:00 a.m. will be marked tardy. Students arriving after that time will be marked a half or full day absent. A letter will be sent home when a student reaches 10 tardies in a semester. Tardies will be recorded on the student's permanent record.

VISITOR CHECK IN AND NAMETAGS:

Calvin is a closed campus. Therefore, all visitors must first report to the campus office where they will need to check in and obtain a visitor's pass. This requirement includes parents and guardians who pick up and drop off students during the school day.

LEAVING CAMPUS:

If a student has an appointment or becomes ill and must leave school, the parent must sign him/her out in the office.

MISCELLANEOUS INFORMATION

LUNCHES AND MILK:

Students may bring their own lunches and eat them outside at the picnic tables. If the weather is bad, elementary school students eat in their classrooms. The school offers milk (chocolate or white) at a reduced price through a government milk program. If a student wants milk, he/she must order it through the school office.

Hot lunch is available for purchase. Order forms and menus are distributed with the Monday Bulletin. Parents may also pay forward on a lunch account. If your child is ill or not attending school on a specific day, you must call and cancel your hot lunch order by 9:00 a.m. to receive a lunch credit.

SCHOOL SUPPLIES NEEDED:

Because of the range in ages and grade levels, students in different classes will need different supplies. The teachers in grades K-5 publish a list of the specific items their students will need in the August issue of *The Crusader*. Students are not required to bring all of their supplies on the first day of school but should bring the items within in the first week of school.

SUPERVISION:

Students may be on campus beginning at 7:45 a.m. and supervision will be provided until 3:00 p.m. on days that school is in session. Students will also be supervised during school sponsored field trips and programs. If students arrive prior to 7:45 a.m., **Before Care** is available for a fee from 7:00 - 7:45 a.m. After 3:00 p.m. **After Care** is available for a fee from 3:00 - 6:00 p.m. most school days. If a student is on the school grounds before or after these hours, supervision is the responsibility of the parents. Any unsupervised student on campus before 7:45 a.m. will be sent to Before Care. Any unsupervised student on campus after 3:00 p.m. will be sent to After Care.

SERVICE REQUIREMENT:

Every family must do 10 hours of service for the school each school year or pay \$200 in lieu of the requirements. Refer to the "Opportunities for Parent Involvement" section for service ideas.

Rationale:

1. Involvement at school helps build community.
2. The school and its support groups have a difficult time getting enough volunteers to serve the needs of the school.
3. Volunteering helps keep tuition costs more affordable.
4. A service requirement for parents encourages them to model service for their children. It helps adults and students catch the vision that service is an important part of the Christian life.

Parental Service Hour Requirement

1. Each school family will be required to perform 10 hours of service to the school each year.
2. Families will pay a fee of \$200 if they do not meet the 10-hour requirement.
3. Each family will receive a form to fill out that lists how they met their 10-hour requirement. They will turn in this form by May 31 to the volunteer coordinators of the program.
4. All fees collected will go toward improving the building and grounds as directed by the Property and Transportation Committee.
5. The school enrollment form will include a statement that commits the family to the service requirement or to paying the fee.
6. All service to the school through school committees, support groups, classroom volunteers, etc. will be counted. Board members and teachers may not count committee time in their service hours.
7. The coordinators will submit a list of those who have not completed their service hours to the superintendent by May 15. At that time, families will be billed.
8. The service year will run from June 1 to May 31.
9. Completion of service hours cannot be carried over to the next year unless specific approval has been given.
10. The superintendent and Property and Transportation Committee will develop and oversee all needed processes to implement the Service Hour Requirement.
11. Parents, adult siblings of the students in our school system, guardians, or grandparents must complete all hours. Current K-12 students' volunteer time cannot be counted toward the requirement.

INDIVIDUAL AND CLASS PHOTOS:

Each year students are given the opportunity to have individual and class pictures taken. Parents will be notified of the date through the *Monday Bulletin* or *The Crusader*. Students will bring home pricing information that includes a variety of photo package options. All photo orders must be prepaid on the day photos are taken. If a student is absent when pictures are taken, he/she may have an individual photo taken on another day provided the school is able to schedule one with the photographer.

YEARBOOK:

A yearbook that includes the preschool, grade school and junior high is produced and available for purchase each year.

CELEBRATING SPECIAL OCCASIONS:

The teachers at Calvin Christian are always happy to celebrate special occasions with their students. Each year the room mothers organize the class Christmas party and the teacher's birthday party. Students are welcome to observe their own birthdays by providing a treat for their entire class. Parents should contact the teacher in advance to schedule a time. Birthday invitations should not be distributed at school unless every classmate receives one.

FINE ARTS FESTIVAL:

Each year students in grades 5-8 take part in the Fine Arts Festival. They compete with their classmates in categories of art, drama, writing, speech and music. Winners of the local competition go on to compete with students from other Christian schools at the Regional Fine Arts Festival.

FIELD TRIPS:

Field trips provide a different environment where students can learn and socialize outside of the classroom. Parent chaperones are welcome to attend as outlined below:

- For safety and liability reasons and to minimize any potential distractions, parent chaperones (and guardian who accompanies the class) are not allowed to bring siblings with them on any school field trip. There are no exceptions to this policy. The school recognizes that while all field trips are valuable experiences for students, some outings are more educational in nature while others are more social. The teachers reserve the right to limit the number of chaperones that attend educational field trips. For other field trips, teachers reserve the right to limit the number of chaperones to one parent/guardian per student.
- In cases where the number of chaperones is limited, the teacher will give the designated Room Mothers (or Fathers) priority when determining who will attend.
- For planning purposes, parents should communicate with the teacher well in advance (at least five school days) if they would like to accompany the class on the trip. The teachers cannot guarantee a parent's attendance without prior notification.

MEDICAL & EMERGENCY PROCEDURES

IMMUNIZATIONS:

California state law requires that no student may be admitted to school, even for the first class period, without written evidence of required immunizations signed by a physician. Immunization records will be kept on file at the school office. Immunizations are not required if the parent or guardian of the student files a letter or affidavit with the school stating that immunizations are contrary to his/her beliefs.

EMERGENCY CARDS:

An emergency card must be on file for each student. On this card, parents should supply the names and phone numbers of the student's doctor and dentist and inform the school if the student has special medical problems or needs. Parents need to list three friends or relatives who can be contacted in the event of an emergency. On the card, parents may also grant the school permission to dispense Tylenol or aspirin to the student. Without specific written permission, the school will not be able to dispense either. Any allergies should also be noted.

MEDICATION AT SCHOOL:

Necessary medications may be administered by school personnel consistent with legal requirements.

NUT POLICY:

Calvin Christian School recognizes that peanut allergies represent a health and safety hazard, which can have serious consequences for those who have such an allergy. In order to keep students safe from an environment that may be harmful to them because of such an allergy, Calvin Christian School prohibits the use, serving, or selling peanuts, peanut butter or any product containing peanuts or peanut oil by students, staff members, employees, visitors, or guests of Calvin Christian School. For purposes of this

policy, "Peanuts" will mean all products that use or contain peanuts, or use peanut oils. This peanut prohibition will be in effect 24 hours a day, seven days a week, and will apply to anyone present in the Elementary, Junior High or High School Buildings or grounds.

When the School has been informed of a student's severe allergy to any other type of nut, through a doctor's note, we will work with the student's family to take further steps to assure the safest environment possible. Where the School is able to, the School will follow the recommendations of the student's doctor. It is the policy of Calvin Christian School to keep an emergency action plan, submitted by a parent/guardian, on file for each student that has a peanut or other nut allergy.

LICE AND INFECTIOUS DISEASE POLICY:

To help parents better identify head lice, it is important to know that head lice are tiny, wingless, parasitic insects that live and feed on blood from your scalp. Nits are yellowish-white and remain firmly attached to the hair until they hatch. Lice are clear when hatched and then develop a reddish brown color. Though head lice is a nuisance, it has not been shown to spread disease. Personal hygiene or cleanliness in the home or school has nothing to do with getting head lice.

Calvin Christian School, K-12, protocol regarding head lice:

- We will no longer automatically send a student home that appears to have head lice.
- We will notify the parent if nits are found on a student and will send the student home if live lice are visible and the student would benefit by beginning treatment as soon as possible.
- We will no longer be doing class-wide head checks for lice at school except when deemed necessary by administration.
- We will notify all parents of students from the campus where a suspected case of head lice was discovered (ex: Elementary, Junior High or High School).
- Students must be lice and nit free upon return to school. The student will be checked before attending classes.

Calvin has procedures in place to deal with infectious diseases. You will receive notification from school if a student in your child's class has lice, chicken pox, impetigo, pink eye (conjunctivitis), ringworm, scabies, pertussis (whooping cough) or scarlet fever. Please notify the school if your child is absent due to one of the conditions listed.

MEDICAL EXCUSES:

When necessary, students may be excused from selected activities for medical reasons. A note from a parent is sufficient for a period not to exceed three days. Longer or repeated periods of non-participation will require a doctor's statement. In such cases, appropriate alternate assignments may be given.

SCHOOL INSURANCE:

All students who participate in extracurricular activities should have health and accident insurance. The school will provide supplemental health insurance for all students for activities that take place at school or at a school event.

CRISIS MANAGEMENT PLAN:

Plans on how to deal with earthquakes, fires and lock-down situations have been established at Calvin. A Crisis Management Plan is in place and a Crisis Management Team has been assembled to carry out the plan and communicate information to parents as needed. The plans and procedures will be reviewed with the staff and students throughout the school year. In addition, the staff and students will participate in earthquake, fire, and lock-down drills to prepare for an actual event.

EARTHQUAKE DRILL:

Students will be evacuated from the buildings when it is safe. Fire drill routes will be used. In a serious earthquake disaster, the students will be kept at school until parents check them out through the office.

FIRE DRILL:

Fire drill procedures are practiced several times in September and reviewed throughout the year. Every room is supplied with a fire extinguisher and exit maps are posted near the exit doors of the room.

LOCK-DOWN DRILL:

Lock-down procedures are practiced several times in September and reviewed throughout the year. All students are secured inside locked rooms during the drill and communication is maintained with the office.

STUDENT CONDUCT

ELEMENTARY SCHOOL DISCIPLINE GUIDELINES:

Discipline at Calvin Christian School is an act of love modeled on Christ's dealing with his disciples. God loves us enough to discipline us. (Psalm 94:12, Proverbs 3:11-12, Hebrews 12:6, Hebrews 10-11). We who are placed in authority over children by God and parents follow the advice found in Proverbs 13:24 and Proverbs 23:13, realizing that we will be called into account for our discipline (Hebrews 13:7) and recognizing the importance of the task. We expect students who attend Calvin Christian with the help and grace of God in Christ to follow the Great Commandment to love God with all their heart and to love others as themselves (Matthew 22:37-39).

We recognize and accept the responsibility to nurture and guide students in their academic, spiritual, and social development. For this reason we seek:

- to structure classroom learning in such a way that teaches and provides opportunity to practice discipleship.
- to model responsive, responsible discipleship for children.
- to establish wise expectations and limits that encourage respect for God, others, and his creation; including other students, teachers, learning, time, property and equipment and more.
- to enforce these expectations consistently.
- to deal with infractions of expectations and limits in ways that respect children, that helps them to reflect on what they have done and to participate in making remedy; that uses natural consequences when possible; that insures the safety of others and the integrity of the learning situation.

STEPS OF DISCIPLINE: *Note: All levels below are under discretion of school staff (duration, time given, and severity). Please use the steps as guidelines.*

Students will be disciplined in a spirit of love, concern, and restoration. It will include counseling and prayer as appropriate. Discipline will be administered as personally and discretely as possible (Matt 18:15). Parents will be informed by a note, phone call, or e-mail, depending upon the severity of the disciplinary action. At times the parents will be asked to participate in the discipline process.

Teachers at Calvin Christian take responsibility for classroom management and discipline in their classrooms with the support of the principal and in communication with parents. Students are expected to know the specific rules and guidelines established by their teacher and will be expected to abide by them. If it is determined that a student is not responding to the teaching and discipline of the teacher(s), the following steps *may* be taken (depending on situation, order of discipline may vary):

1. **Teacher In Class:** The teacher deals with the infraction in an appropriate manner. This might include a warning, time-out, removal of privileges, assigning of extra tasks, or other disciplinary actions worked out between the teacher and student(s). Parents will be notified depending upon the severity of the infraction.
2. **Teacher Involves Principal:** In the event that the teacher feels they need more support, the student is sent to the school office. A conference with the principal will occur, and if the circumstances warrant, appropriate disciplinary action will be taken and a student discipline report will be recorded. Parents will be notified.
3. **Principal Involves Others:** When a student continues to be sent to the principal, a conference with the parent(s), teacher, the student, and principal will be scheduled. A plan will be developed in order to help correct the behavior and bring about restoration.

A note on suspension: It may be determined that a suspension is warranted. A suspension, either in-school or at-home, unfortunately results in missed class time and may have a negative effect on grades. However, any and all missed work must be made up and turned in, including the taking of tests, on the day the student returns in order to receive full credit. If extra time is given, the typical late penalties, as determined by the individual teacher, will apply. It is the student's responsibility to find out what work was missed.

The School Board retains the right to re-interview families at any time upon the recommendation of the principal or superintendent. The purpose of this interview is to reconsider the enrollment of the student.

DEFINITION OF BULLYING:

For the purpose of there being clarity and understanding between students, parents, and teachers about the important issue of bullying, the following definition will be used:

The use of superior strength and power (physical, verbal, social) to inflict repeated and intentional harm upon another for no reason along with the threat of further harm. Most serial bullying is not the result of misunderstanding or mutual conflict, but about the pleasure some receive when dominating, harming, and humiliating another person. Bullying happens when a person, or a group of people, repeatedly and on purpose say and do things to someone who has a hard time defending himself or herself.

This definition is from our anti-bullying curriculum, The Protectors- Freedom from Bullying, which is shared in chapels, assemblies, and in small groups with all our students K-12 throughout the year. The goal of the curriculum is to help students learn how to alter the atmosphere that allows bullying, learn behavior that brings God's love and perspective into bullying situations, and learn how God calls each of us to love and care for others.

CLASSROOM CONDUCT:

Student conduct within the classrooms should express an attitude of respect for the instructor and a willingness to obey his/her guidelines. Food and beverages are not allowed to be consumed in the classroom during class sessions. Any item brought into the room which proves to be disruptive may be confiscated without return.

Cheating: Any form of cheating will result in an "F" on the assignment or test for all involved, notification of parents and other discipline.

Vandalism: A student who willfully destroys or damages school property must make full payment for the damage, and is subject to discipline, including possible suspension.

EXAMPLES OF UNACCEPTABLE BEHAVIOR:

The use of vulgar or blasphemous language will not be tolerated. The display of affection beyond hand-holding is not appropriate. Stealing is harmful to the whole community and restitution must be made along with penalties.

NUISANCE ITEMS:

All forms of electronic equipment are not to be brought to school without prior consent from the school. Other items not allowed at school include air-soft guns, knives, lasers, lighters, skateboards and water pistols. Any of these or similar items brought on campus will be confiscated.

ELECTRONIC ITEMS:

If any of the following items are taken to school they should stay in a student's backpack until the student leaves the school grounds: **iPods, Mp3 and Mp4 players, or portable video game players.** Any items similar to those mentioned that are taken out during the school day may be confiscated by the classroom teacher and not returned until the end of the day.

Cell phones should stay in a student's backpack until the student leaves the school grounds. If you wish to contact your child during the school day, you need to call the school office. Any necessary messages will be relayed to your child. Teachers may confiscate any cell phone that is taken out during school hours.

Cell phones used as cameras or to capture video will be treated the same as a recording device (see following information) under this policy.

Cameras and any other recording devices (video cameras, iPods, etc.) should not be taken to school for any reason without the permission of the administration. We do not want students taking pictures or recording video of other students on school property for any reason. This same policy applies to students who attend a field trip.

If a student has a camera or a recording device at school without permission, it will be confiscated immediately and turned over to the administration. It will not be returned until the student, accompanied by a parent, meets with the administration to determine its contents. The school reserves the right to erase all contents on the device before returning it. Cell phones used as a recording device are also subject to this policy.

SKATEBOARDS:

Skateboards, roller blades, scooters, bicycles, etc. can only be used for transportation to and from school. Bicycles should be locked up during the school day. Skateboards, roller blades and scooters must be checked in at the school office.

DANGEROUS ITEMS:

Items which could be used to threaten or cause harm may not be brought to campus, including the parking lot. Any violation may result in severe discipline.

DRESS CODE FOR GRADES K-5:

The students at Calvin Christian Grade School are a witness to our community, so their dress and appearance should reflect their Christian lifestyles. The purpose of the dress code at Calvin Christian School is to set boundaries where students have the freedom to express their individuality while maintaining modesty and proper standards for a Christian learning environment. Extremes in dress or grooming are not acceptable when they are perceived as challenges to accepted standards, draw undue attention to the individual or distract from education.

The school relies on parental judgment in most decisions of dress and asks parents to guide their students to make neat and discreet choices.

We require the following:

- All clothing must be appropriate – clean, in good repair, modest, not distracting.
- Hair must be neat, well-groomed and moderate.
- Accessories (including backpacks and binders) should reflect the same principles as clothing.
- Shoes must be worn at all times.

The following guidelines are not an exhaustive list but should help further define the above standards:

1. Dresses, skirts, and shorts must be modest in length – longer than extended fingertips.
2. The following examples are considered inappropriate:
 - swim wear
 - pajamas
 - active wear, leotards, stretch pants, bike shorts
 - frayed or cut-off clothing
 - clothing which promotes questionable products, activities, lifestyles, or musical groups
 - for boys: tank tops, half shirts, sleeveless shirts, white T-shirts
 - for girls: tube tops, spaghetti straps, body suits, tight tops with the outline of bra showing
3. Hair coloring must be natural and not blotchy.
4. A boy's hair may not be longer than the bottom of the collar nor worn in a ponytail.
5. Undergarments must be worn and may not show.
6. Girls may not show cleavage (standing or sitting) or bare midriff (when standing). Here's a good test: Extend your arms parallel to the floor and make sure you are covered.
7. Hats, hoods, or sunglasses may not be worn in the classroom.
8. No visible body piercing is acceptable except for modest ear piercing for girls.

It is the responsibility of students and parents to see to it that the dress code is followed. Teachers will address violations when they observe them and send the student to the administration for discipline. The administrator's judgment is final as to what is or is not appropriate.

SUBSTANCE ABUSE POLICY:

Calvin Christian School is interested in promoting values and behaviors that are consistent with a Christian lifestyle. Any student in possession of, under the influence of, using or contributing to the use of non-prescribed drugs (including tobacco and alcohol) or drug paraphernalia, controlled substances or hallucinogens at school or any function in which Calvin Christian is involved shall be subject to school discipline. Any violation of the Substance Abuse Policy shall be reported to the administration.

Discipline procedures for a violation of the Substance Abuse Policy are as follows:

A. **Upon suspicion of use:**

1. The parent will be contacted and involved.
2. In certain situations the student may be reported to the police.
3. The administration has the right to require the suspected student to take a drug test at the expense of the parent. Repeated tests may be required. Test results must be forwarded to administration.

B. **1st Offense:**

1. The parent will be contacted and an immediate conference will take place.
2. An immediate 1-5 day suspension will be made.
3. One or more faults will be assigned.
4. Church authorities will be involved when appropriate.
5. Police will be involved when appropriate or when required by California law.
6. The student's status and participation in co-curricular activities will be determined in conjunction with the family, administration and counselor and will be consistent with other school policies.
7. Students may be required to obtain testing and qualified counseling at the expense of the parent until such time as determined by both parent and administration to be sufficient.
8. Selling, providing, transferring, arranging or negotiating any sale, provision or transfer of any illegal substance will be considered more serious offenses.
9. A recommendation for permanent expulsion can be made at any time.

C. **2nd Offense:**

The administration will bring a recommendation to the Board regarding further attendance. This recommendation can include repeating previous steps listed under the 1st offense or stricter recommendations.

OFF CAMPUS BEHAVIOR POLICY:

Calvin Christian School reserves the right to administer appropriate disciplinary measures for severe misbehavior of students which occurs off campus. This includes activity which may or may not be school related.

EMPLOYEE AND STUDENT DIGNITY:

Calvin Christian School intends to provide its employees and students with an environment that is free of offensive kinds of behavior. Conduct, whether intentional or unintentional, that subjects another person to unwanted attention, comments or actions because of race, national origin, age, sex, physical characteristics or disability, and that violates the person and scriptural principles is not permitted.

Calvin Christian School does not condone or allow harassment of others by employees, supervisors, students or other persons who may be present in our facilities.

Any person who believes he or she has been subjected to harassment should report it immediately to an appropriate superior. Students may report to a teacher, counselor or administrator. Employees may report to any building administrator. Each report will be given serious consideration and investigated thoroughly. Appropriate action will be taken to eliminate such harassment.

All reports of harassment and subsequent investigations will be handled discreetly to avoid embarrassment of the person making the report.

Any person who is determined to have violated this policy will be subject to corrective action and discipline, including the possibility of termination (for employees) or expulsion (for students).

The following guidelines help define what is appropriate behavior. The following acts are judged by Calvin Christian as being inappropriate:

1. Using vulgar, profane, belittling, snide, or intimidating language to students or teachers in their hearing.
2. Making sexual innuendo to students or dressing in ways that might readily be construed as sexually provocative to students.
3. Teachers meeting a student at a location in school or outside of school that is not easily observed by another adult.
4. Teachers touching a student in a place or in a lingering manner that could readily be interpreted as a sexual advance.
5. Students making unwanted sexual advances.
6. Grabbing, pushing, slapping, poking, or physically touching a student in a manner that could be readily construed as violent and motivated by anger.
7. Teachers being in a car alone with a student without the expressed consent of the student's parents.
8. Teachers using controlled substances illegally or inappropriately when involved in a student activity.
9. Behaving in a way that does not respect another's bearing of God's image.

REPORTING OF CHILD ABUSE:

Calvin Christian School will follow state guidelines in reporting any suspicions of child abuse to the appropriate authorities. Any student who feels that he/she is being abused should report the situation to a teacher, counselor or principal. All reports will be investigated by school or government authorities and appropriate steps will be taken.

SCHOOL BUS OR SCHOOL VAN:

Section 14263 of the State Regulations for Pupil Transportation says:

Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across the street. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation.

BUS/VAN RULES FOR CALVIN CHRISTIAN:

1. Wait for the bus/van to make a complete stop before loading or unloading. There must be no pushing or shoving while waiting in line. Line up in single file while waiting for the bus/van. When boarding the bus/van go directly to your seat and remain there until you reach your destination.
2. Act in a Christian manner, showing courtesy and consideration, while riding the bus/van. Shouting, loud talking, gossiping, spitting, name calling, rowdiness, etc., will not be tolerated.
3. Bad language is not allowed.
4. Always sit facing forward. Keep your hands, head and arms inside the bus/van at all times. Windows will be lowered only with permission from the driver.
5. Do not eat or chew gum on the bus/van.
6. No glass containers (such as dinner plates, cake dishes, casseroles, ceramic containers) will be allowed on the bus.
7. Throwing litter from the windows is against the law and will not be tolerated.
8. Never tamper with the bus/van or any of its equipment.
9. Obey the driver in every situation.
10. Everyone must be absolutely quiet at railroad crossings.

OPPORTUNITIES FOR PARENT INVOLVEMENT

Calvin Christian both appreciates and needs volunteers in many areas. Some opportunities for parent involvement include the following:

CCS Service Group: This group meets monthly to organize fundraisers and provide special help and services for teachers and students.

Room Mothers: This program is provided through CCS Service Group for grades K-8. Room mothers help with class parties and, in eighth grade, organize the eighth grade Night of Honors.

Athletic Booster Club: (ABC) provides funds for the athletic program. In addition to purchasing uniforms and supplies and paying for referees, the Athletic Booster Club promotes growth in the areas of Christian fellowship, good sportsmanship and athletic skills.

Music Booster Club: This club helps to encourage participation in and raise funds for the school music programs.

Comfort Cafe: These moms meet weekly on Mondays to pray for specific needs of students and teachers. They meet in the Conference Room at the Junior High campus.

Lunch Supervisors: They assist teachers by helping to supervise lunch and lunch recess.

School Board : A nine-member board, elected by the school society, governs Calvin Christian School. Each member serves a three-year term and serves on various committees. The full board meets monthly to conduct school business.

Committees: The School Board may ask parents to serve three year terms in one of the following school committees: Education, Curriculum, Promotion, Property & Transportation, Long Range, Endowment or Technology.

Miscellaneous Volunteers are needed during the school year for many different projects. As needs arise, calls will go out through the *Monday Bulletin*. Parents wishing to volunteer to help in the classroom must speak with the individual teacher as different teachers have different areas where parent involvement might be useful.

SCRIP Purchasing SCRIP is similar to gift certificates and can be used like cash. All coupons and club membership discounts will still apply. The school is able to purchase these certificates at a discounted rate and therefore earn money. **You can earn 2% credit for every dollar spent on SCRIP. (If the discount rate is 2%, the school will split the rate, giving 1% to the school and 1% to your account.)**

We currently stock SCRIP for a variety of stores including but not limited to the following:

Grocery Stores - Albertsons, Stater Brothers, Vons, Major Market, Smart & Final and Sprouts

Restaurants - Acapulco, Burger King, California Pizza Kitchen, Carls' Jr., Cheesecake Factory, Chevy's, Chili's, Chipotle, Claim Jumper, Coco's, Denny's, El Torrito, IHOP, Island's, Jack in the Box, Jamba Juice, Kentucky Fried Chicken, Macaroni Grill, Olive Garden, Outback Steakhouse, Papa John's, Pizza Hut, Red Lobster, Red Robin, Starbuck's, Stuart Anderson, Subway, Taco Bell, Wendy's and more.

Gas Stations - pre-paid gas cards for Arco, Shell, Mobil/Exxon and Chevron.

Other Places - Home Depot, Lowe's, Walmart, Target, See's Candy, CVS, TJ Maxx, Pier 1 Imports, Regal Cinema, iTunes, JC Penney, Sears, Macy's and many more. We also are able to order SCRIP for various motels and airlines.

We also have a large variety of stores that we can order SCRIP for. We place orders frequently with the delivery coming two working days later. A list/order form of all vendors in the SCRIP program is available at either school office or online at www.calvinchristianescandido.org or call the office for the most up-to-date selection.

Visit the Calvin Christian website at www.calvinchristianescandido.org, for information, calendar updates and sports schedule.

PLEDGE OF COOPERATION

Calvin Christian School bases its approach to education upon a biblical view of God, man and the world. It functions as an extension of the Christian home, not as an evangelistic arm of the church. Students who are admitted must come from committed Christian homes where regular attendance and involvement in Bible-believing churches is a reality and a priority in their lives.

Calvin Christian School considers Christian education to be a privilege, not a right. The very use of the word "Christian" in its name automatically implies standards of attitude and conduct that differ from those at other schools. Calvin Christian requires students to acknowledge that the possession or use of cigarettes, alcohol or drugs is prohibited. The school also expects students to display positive attitudes toward the school and its standards, other students and school personnel. Their actions both on and off campus should be consistent with the teachings of God's Word.

A Christian attitude is expected from parents as well. Their behavior and lifestyle must conform to biblical standards and must leave no doubt as to the genuineness of their Christian commitment. At all times, in both word and deed, parents' dealings with the school staff should be respectful and God-honoring. Parents are expected to cooperate with the school in matters of discipline.

In order to attend Calvin Christian School, all **students in grades 6-12** and **all parents or guardians** of children in grades K-12 are required to sign this "Pledge of Cooperation." The copy of the pledge in the school handbook is for the student's and parents' reference. The copy in the parent packet must be signed and a copy will be kept on file in the school office.

In signing below, the student and parents agree to cooperate within the standards of the school as summarized in this pledge and to abide by and be bound by the school's policies and procedures. This agreement also serves as an acknowledgment that all religious instruction at Calvin Christian School will conform to the beliefs outlined in the school's "Statement of Faith."

Before signing this document parents should review the Parent/Student handbook (available online on the school website or available in hard copy in the office) which includes policies and procedures applicable to parents and students and which by signing below agree to abide by.

We regularly attend church at _____

Student's signature (grades 6-12) _____

Parents'/Guardians' signatures _____

Please print family name: _____ Dated: _____

I/we have read the enclosed **Service Hour Requirement Form** that applies to each family at Calvin Christian School.

Parent's/Guardian's signature: _____

Photographic Publication Policy

Photo publication policy – occasionally Calvin Christian School has opportunity to utilize student photos in various forms of media, including but not limited to newspapers, brochures, Facebook postings, and print advertising. Newspapers often seek to include student names when publishing articles about student achievement and accomplishment. However, it is the general policy of Calvin Christian School to exclude student names from accompanying photos in media forms over which we have control, such as brochures, print advertising, and Facebook postings. Please complete the permission portion on the bottom of this sheet. If you have questions or concerns, please do not hesitate to contact the school.



I/we have read and understand the enclosed **Photo Publication Policy** of Calvin Christian School and give permission.

I/we have read and understand the enclosed **Photo Publication Policy** of Calvin Christian School and DO NOT give permission.

Parent's/Guardian's signature: _____

Calvin Christian School Parent - School Partnership Agreement

The mission of Calvin Christian School, in cooperation with the home and church, is to teach the whole child from a biblical worldview, founded in the Reformation, providing children from Christian families with an excellent education for a life of Christ-centered service.

A Review of the Goals and Objectives of Calvin Christian School (As found in the *Parent/Student Handbook*)

1. Calvin Christian will offer a curriculum that provides both a quality education and knowledge of God's Word and World.
2. Students will demonstrate personal growth and development in academic, spiritual, emotional and physical aspects of life.
3. Students will become aware of their responsibilities as citizens by understanding the fundamental and governmental structure of society.
4. In keeping with *The Calvin Christian School Expected Schoolwide Learning Results (ESLRs)* students will acquire skills and interests that encourage a life of Christ-centered service, enrich their lives and prepare them for the challenges of further education, future careers and family life. Informed by a Christian perspective, students will develop skills in the areas of reading, writing, communications, critical analysis, self-discipline and decision-making.

Calvin Christian's Problem-Solving Procedure

Step 1: The student or parent should first contact the teacher in keeping with the principle of Matthew 18:15-17. Most misunderstandings can be worked out by simply discussing the matter openly with the teacher in charge.

Step 2: If, after contacting the teacher, the student or parent is not satisfied with the situation, they may contact the principal, who will review the problem and work with the teacher and student/parent to resolve the issue. The principal may also present the matter to the superintendent.

Step 3: If the previous steps have been taken and the student/parent desires a further review of the situation, the student/parent may present the issue to the school board. They may inform the board by letter or by phone. Individual board member names and numbers are listed in the school directory. They are also welcome to address the full board in person at the monthly board meeting. For very serious problems, a special meeting of the board may be called. The decision of the board is final.

It is our earnest desire to better establish our mutual commitment (school and parents) to support and fulfill the mission, goals, and objectives of Calvin Christian School. However, as imperfect human beings, we acknowledge that misunderstandings, disagreements, and conflicts will arise from time-to-time. In Matthew 18 Jesus provides a structure for how we, as His followers are to communicate with one another when conflicts arise.

To assist all of us (parents, students, school faculty, and staff alike) to model Christ-like behavior more completely in our communication with one another, the following outline of basic expectations and commitments has been established. All teachers, administrators, staff, and board members have carefully read this outline, have agreed that these expectations are reasonable, and are committed to using them as a guide in their daily communication and behavior with students, parents, and one another. We ask that you, as your child's parent/guardian, also carefully read these mutual expectations and commitments and, by your signature, indicate that you will agree to use these as a guide for your and your child's communication with teachers, administration, staff, and other families.

Faculty, Staff, and Administration of Calvin Christian School Commitments:	Parents of Calvin Christian School Commitments:
<ul style="list-style-type: none"> • Consistently strive to fulfill our school's mission, goals, and objectives • Pray for and support your child and family • In both words and deeds, show respect for students and parents • Communicate consistently and regularly with parents through such avenues as meetings or events (including orientations, "Back-To-School" nights, parent-teacher conferences, and the Superintendent's Coffee Hours), email communications, mailings, telephone calls and informational bulletins (such as the Monday Bulletin, the Monday Monitor, The Crusader, and The CORD), and the school website which includes Crusader Connection • In a timely manner communicate concerns about student's performance or behavior to parent/guardian • Be willing to listen to parent and student concerns; providing timely and appropriate response and follow-up • Seek information and facts, neither believing nor spreading rumors • Communicate professionally and respectfully, even when conflicts arise, following the guidance outlined in Matthew 18 and the Problem Solving Procedure • Diligently strive to be consistent in modeling Christ-like behavior and values before students and their families as well as other school faculty and staff 	<ul style="list-style-type: none"> • Diligently support the school's mission, goals, and objectives • Pray for your child, teachers, and school • In both words and deeds, show respect for school staff, other students and families • Communicate regularly with teachers and staff, regularly checking the school website (which includes Crusader Connection), reading school letters, email, and informational bulletins (such as the Monday Bulletin, the Monday Monitor, The Crusader, and The CORD), and attending meetings and events that are pertinent to my child's well-being and success (such as orientations, "Back-To-School" nights, parent-teacher conferences, and the Superintendent's Coffee Hours) • In a timely manner communicate concerns to teachers and staff • Be willing to listen to school or staff concerns; providing timely and appropriate response and follow-up • Seek information and facts, neither believing nor spreading rumors • Communicate professionally and respectfully, even when conflicts arise, following the guidance outlined in Matthew 18 and the Problem Solving Procedure. • Diligently strive to be consistent in modeling Christ-like behavior and values before my child, other students and families as well as school faculty and staff

Student Name _____ (Please Print) _____ (Date of Agreement)

All teachers, administrators, and staff have carefully read and discussed the Parent/School Partnership Agreement, acknowledged that these expectations are reasonable, and have committed to use them as a guide in their daily communication and behavior with students, parents, and one another. As a Christian school, we commit to working with you for the well-being of your child using the principles outlined here and in Matthew 18 to guide our daily communication and behavior.

School's Representative _____ (Please Print) _____ (Please Sign)

As my/our child's parent(s)/guardian(s), I/we have carefully read the school's Problem-Solving Procedure as well as the Parent/School Partnership Agreement and agree that these are appropriate and reasonable expectations. I/We commit to working with the school for the well-being of my/our child using the principles outlined here and in Matthew 18 to guide my/our daily communication and behavior.

Parent/Guardian Name(s) _____ (Please Print) _____ (Please Print)

Parent/Guardian Signature(s) _____ (Please Sign) _____ (Please Print)

The following policies were approved after the handbook had been printed, therefore, they are included at the end.

Statement of Christian Conduct

Calvin Christian School is a religious institution providing education in a distinctly Christian manner. As a Christian institution we expect all leaders and all school employees to promote and live lives that are consistent with our Statement of Faith and consistent with scriptural description of Christian conduct.

Every leader and employee must be a role model in judgement, dignity, respect, and Christian living. Certain behaviors are unacceptable according to biblical standards and violate the leadership and employee requirement of being a Christian role model. These behaviors which are unacceptable include, but are not limited to those described in Scripture (Romans 1:18-32; Romans 12:1,2; I Cor. 6:9-20; I Thess. 4:3-8;).

Furthermore these same scriptural directives apply to the school's admission policy, student behavior policies, discipline of students, and other policies.

Enrollment and Retention Policy

Calvin Christian School is based on the infallible Word of God as expressed in the standards of the reformed faith. These standards include the Westminster Confession, Belgic Confession, Canons of Dort, and Heidelberg Catechism. Students who are enrolled in the Calvin Christian School must be from families that practice their faith in their homes as well as maintain an active membership or affiliation in a church. Church membership is strongly encouraged where applicable. [At least one parent must be a committed Christian.]

Parents who apply to have their children at Calvin Christian are expected to live a lifestyle consistent with their Christian faith. Behaviors of parents that are inconsistent with a Christian lifestyle as outlined in Scripture (Romans 1:18-32; Romans 12:1,2; I Cor. 6:9-20; and I Thess. 4:3-8 for example) will be denied admission. Current parents who live a lifestyle inconsistent with Christian Biblical behavior could have their children removed from school if that lifestyle does not change.