



# FAYETTE CHRISTIAN SCHOOL

*"Partnering with parents to provide quality Christian education for the glory of God."*

## PARENT/STUDENT HANDBOOK 2025-2026

Updated 2025

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## **MESSAGE FROM THE PRINCIPAL**

Dear Parents and Students,

We are pleased that you have chosen Fayette Christian School, a ministry of Fayette Bible Church, for the coming school year. We thank the Lord for His provision of a well-trained, caring staff that is able to educate from a Biblical perspective. We consider it a privilege to have a part in the training of young people who come from Washington Court House and the surrounding area.

It is not only our goal to assist parents who desire a good academic education for their children and students who want to learn, but to also provide an environment where growth in all areas can be directed in a manner that is honoring to God. In Luke 2:40, we read these words about Jesus, “And the Child grew and became strong in spirit, filled with wisdom; and the grace of God was upon Him. “

The purpose of the Parent/Student Handbook is to help you better understand the operation of the school, its philosophy, and requirements. If questions arise as you read the handbook, please make a note of them and bring them to our attention for clarification.

We are looking forward to the 2025-2026 year with great anticipation.

Sincerely,

Pastor Don Hutchins  
Principal

## **A MESSAGE FROM THE SCHOOL BOARD**

Dear Friends,

Fayette Bible Church established Fayette Christian School to provide quality education within a Christian framework and atmosphere. It exists as an extension of the Christian home.

It is our purpose:

- To provide young people with the opportunity to receive a Bible-centered education that is conducive to spiritual, mental, physical, and emotional growth.
- To provide a curriculum and programs of high academic excellence within a Christ-centered learning environment.
- To build character by stressing the importance of a godly life, love for our country, self-control, and a desire for excellency in every pursuit.
- To teach respect for God, parents, others, the church, and the government.
- To strive to produce mature Christians who will be examples of Christ to the world.

Believing that God's desire is that we might "walk worthy of the Lord, fully pleasing Him, being fruitful in every good work and increasing in the knowledge of God" (Colossians 1:10), we encourage our students and their parents to evaluate all areas of life from God's viewpoint. Philippians 4:8 sets the standard for our lives, "Finally, brethren, whatsoever things are true, whatsoever things are noble, whatsoever things are just, whatsoever things are pure, whatsoever things are lovely, whatsoever things are of good report, if there is any virtue and if there be anything praiseworthy - meditate on these things."

You may contact the school board by email at [fcsschoolboard@gmail.com](mailto:fcsschoolboard@gmail.com).

Sincerely,

Mr. Joe Hanusik, Mr. Dan Morrison, Mrs. Mandy Nolt  
2025-2026 Fayette Christian School Board

**GENERAL  
INFORMATION FOR ALL  
FAYETTE CHRISTIAN  
SCHOOL STUDENTS AND  
PARENTS**



## **I. PHILOSOPHY**

### **SCHOOL VERSE**

“And Jesus increased in wisdom and stature, and in favor with God and man.” Luke 2:52

### **MOTTO**

“Partnering with parents to provide quality Christian education for the glory of God.”

### **VISION**

Fayette Christian School prepares its graduates academically through a liberal arts education, equips them with a biblical worldview, gives them a health awareness, and matures them socially to serve the cause of Christ in this world.

### **MISSION**

The mission of Fayette Christian School is to partner with parents in the successful delivery of a quality Christian education, growing students spiritually, academically, socially, and physically to benefit churches, communities, and the world—all to the glory of God.

### **STATEMENT OF FAITH**

- We believe the Bible to be the infallible, inerrant Word of God, inspired and authoritative in its entirety. (II Tim. 3:16-18; II Peter 1:20-21; Jude 3)
- We accept the Bible as the authority for faith and practice and the only absolute for developing a Christian worldview and living a Christian life. (Col. 2:8; Rom. 12:2)
- We believe there is one God, eternally existent in three persons– the Father, Son, and Holy Spirit. (Deut. 6:4; Matt. 28:19; Luke 3:21-22)
- We believe in the creation of man by the direct act of God. (Gen. 1:26-27, 2:16-17, 3:6, 19; Rom. 3:10-23, 6:23, 7:18, 11:32; Gal. 3:22)
- We believe in the deity of Christ, that He was fully God and fully man. We believe in His virgin birth, His sinless life; His miracles, His vicarious and atoning death, His bodily resurrection, His ascension to the right hand of the Father; and in His personal return in power and glory. (Gen. 1:26-27, 2:16-17, 3:6,19; Rom. 3:10-23, 6:23, 7:18, 11:32; Gal. 3:22)
- We believe that we are created in God’s image, but as a result of personal sin, a relationship with God has been broken. Regeneration by the Holy Spirit is essential for man’s salvation, and the reconciliation of that sinful state is made possible through an acceptance of the finished work of Jesus Christ. (Rom. 3:24-29, 5:8-10; I Tim. 2:5-6; I John 2:1-2)

- We believe in the continuing ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life. (John 17:17; Rom. 3:24-28, 8:9-11; I Cor. 12:13; Eph 4:30, 5:26; Heb. 10:14; Col. 3:1-4; I John 3:1-3)
- We believe that Satan exists as a person. He is not to be considered simply mythical, figurative, or symbolic of evil. Luke 10:18; John 12:31, 14:30, 16:11
- We believe in the resurrection of both the saved and the lost. Those who are saved are resurrected unto eternal life and those who are lost unto eternal damnation. (John 20:1-29; Acts 1:9-11; I Cor. 15:1-50; Eph. 1:20-23; I Thes. 4:13-18; Heb. 1:3; Rev. 20:11-15, 21:22)
- We believe in the spiritual unity of believers in our Lord Jesus Christ. (Acts 2:1-47; Rom. 12:1-8; I Cor. 11:23-24, 21:1-31; Eph. 1:22-23)

### **STATEMENT ON MARRIAGE, GENDER, AND SEXUALITY**

- We believe that God wonderfully and immutably creates each person as male or female (these two distinct, complementary genders together), each reflecting the image and nature of God. (Gen 1:26-27) Rejection of one's biological sex is a rejection of the image of God within that person.
- We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen. 2:18-25)
- We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor. 6:18; 7:2-5; Heb. 13:4)
- We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
- We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt. 15:18-20; 1 Cor. 6:9-10)
- We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom. 10:9-10; 1 Cor. 6:9-11)
- We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31; Luke 6:31) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Fayette Christian School.
- We believe that in order to preserve the function, integrity, and testimony of Fayette Christian School as a ministry of the local Body of Christ (and to provide a biblical role model to the Fayette Christian School members and the community) it is imperative that all persons employed by or volunteer at Fayette Christian School (in any capacity) agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22)

## PHILOSOPHY

Wisdom and knowledge come from God; therefore, man's education is complete only when God and His Word are the center of all learning. *"The fear of the Lord is the beginning of knowledge..."* (Proverbs 1:7a) In education Fayette Christian School is concerned with the total person—spiritually, academically, physically, and socially—believing these can be met only as approached from a Christian or Biblical philosophy. *"Yet for us there is one God, the Father, of whom are all things, and we for Him; and one Lord Jesus Christ, through whom are all things, and through whom we live."* (I Corinthians 8:6)

## GUIDING PRINCIPLES

Fulfilling its philosophy, Fayette Christian School aims to develop young people who are . . .

### **Biblically Grounded**

*"Let the word of Christ dwell in you richly..."* (Colossians 3:16)

- To instill a love for the Word of God
- To provide an environment where students learn to think biblically
- To awaken a realization that God has a calling for each life
- To instill a sense of responsibility and compassion for those who do not know Christ
- To guide each student toward a personal relationship with Jesus Christ as Savior

### **Academically Prepared**

*"...but be transformed by the renewal of your mind..."* (Romans 12:2)

- To impart a command of essential knowledge and skills in liberal arts
- To discover and develop individual God-given aptitudes
- To prepare each student academically for the next step in God's calling
- To instill a love of learning and a desire for academic excellence
- To cultivate disciplined, analytical thinking
- To develop competency in oral, written, and technological communication skills and to instruct students in their appropriate use.
- To foster a genuine desire for lifelong learning

### **Socially Adept**

*"Walk in wisdom toward them that are without..."* (Colossians 4:5)

- To instill a loyalty to Jesus Christ in all things at all times
- To develop integrity in the application of Scripture to life
- To impart the crucial skills and understanding that equip students to act, dress, and conduct themselves appropriately in all circumstances and occasions

- To develop an understanding of the student's place and obligations in the family, church, school, and community
- To treat others with respect, compassion, and civility
- To promote character traits exhibiting Christian leadership: loyalty, duty, respect, selfless service to their community and country, honor, integrity, and personal courage

### **Physically Sound**

*"...present your bodies a living sacrifice holy, acceptable to God..." (Romans 12:1)*

- To develop a respect for the body as the temple of the Holy Spirit
- To encourage the yielding of the body as an instrument of God's use
- To teach intelligent care of the body
- To refrain from destructive physical behaviors through an understanding of biblical principles regarding the body

## **NONDISCRIMINATORY STATEMENTS**

The governing board of Fayette Christian School located at 1315 Dayton Avenue in Washington Court House Ohio 43160 has adopted the following racial nondiscriminatory policies.

The Fayette Christian school recruits and admits students of any race, color or ethnic origin to all its rights, privileges, programs and activities. In addition, the school will not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, employment, scholarship and loan programs, and athletic and other school administered programs.

The Fayette Christian school will not discriminate on the basis of race, color, or ethnic origin in the hiring of its certified or non-certified personnel.

## **GOVERNANCE OF THE SCHOOL**

The Fayette Christian School Board is the governing body of Fayette Christian School. The current school board consists of four voting members; one advisory pastor; an Administrator, representing the Fayette Bible Church Deacon Board; the Principal who appraises the Board of operational concerns (i.e. financial stability, employee concerns, physical plant) and policy needs; and an Assistant Principal who largely oversees the secondary curriculum, staff development, and financial operations of the school. The School Board's primary governing powers are to hire and dismiss leadership positions, approve all contracts that are made with employees, maintain financial stability, and set policies and procedures for the school to follow.

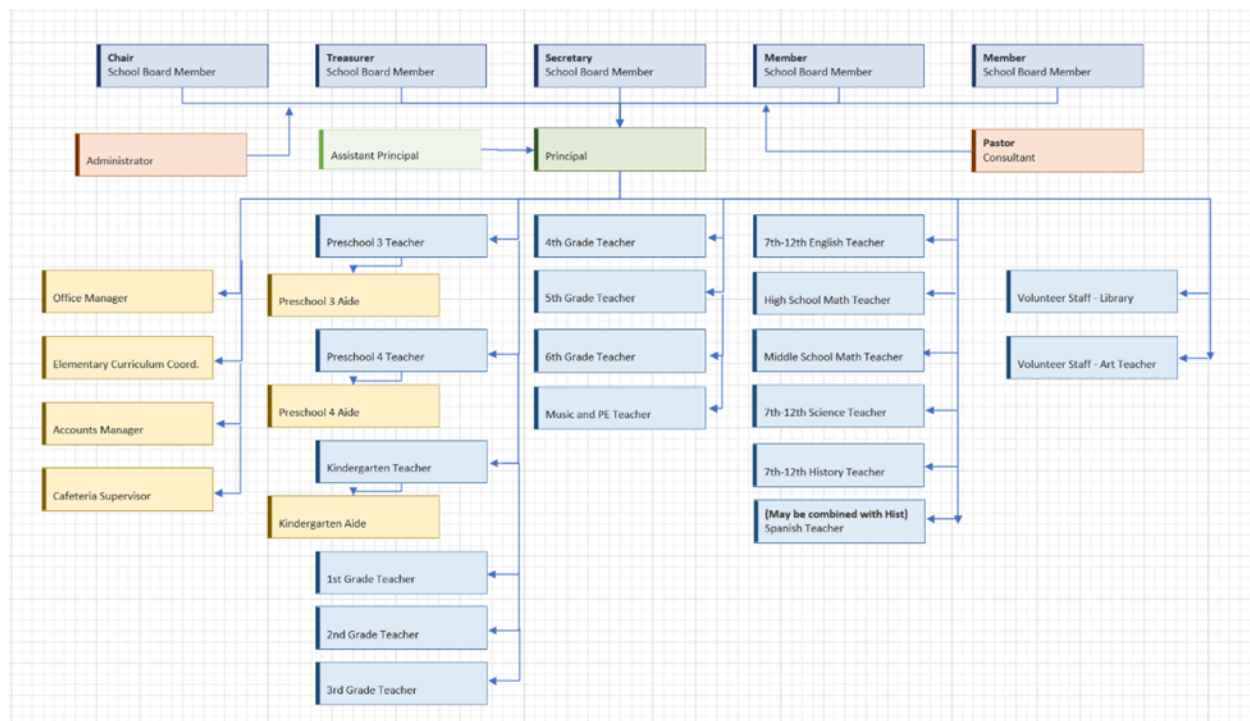
The Principal, as the administrative and instructional leader, oversees the day-to-day operation of the school. The Principal ensures that the office, faculty and staff, and student body follow the policies and procedures for operation of the school. In addition, the Principal establishes and

builds upon the spiritual environment of the school. The Principal reports directly to the FCS School Board; he/she serves as a member of the administrative team and accepts responsibilities as identified by the School Board. The Assistant Principal serves in the leadership role when the Principal is not present and oversees curriculum grades 7-12, works in coordination with the Elementary Curriculum Coordinator, supervises instruction PS3-Grade 12, and monitors financial operations. The Assistant Principal reports to the Principal and the School Board.

The Elementary Curriculum Coordinator has the responsibility of overseeing the implementation of the PS3- Grade 6 curriculum—its scope and sequence and assessment of content—assisting teachers, parents, and students in achieving academic success. In addition, the elementary coordinator works with participants, teachers, and extracurricular teachers/coaches with special events for the elementary such as holiday programs and fine arts competition schedules. The coordinator works with the principal in evaluating and adjusting overall elementary procedures, curricula, and objectives for the instructional plan.

All positions of operations report directly to the school principal, and the school principal reports directly to the school board.

### FCS ORGANIZATIONAL CHART



## **PARENTAL RESPONSIBILITY**

In order for FCS to provide quality Christian education, it is necessary that the home and the school complement each other. As parents, you choose to send your children to Fayette Christian School because the school seeks to assist you in strengthening principles taught in your home. Please understand that to criticize the school in your child's presence undermines not only the school's authority as an extension of the home, but also your own authority as a parent who decided that FCS was the proper school for your child(ren). The school certainly welcomes communication with you regarding any situation or policy that you do not understand. If you are having difficulty with a teacher, please go to that teacher first. Often, the problem will be solved there. If satisfaction cannot be reached, then contact the Principal or Assistant Principal. This practice agrees with Matthew 18:15-17 principle of handling conflict.

We encourage all parents to

- Teach their children proper respect for authority, beginning with God as supreme
- Instruct them in courtesy and good manners toward others
- Commit to a regular prayer and Bible reading time, both as individuals and as a family unit
- Emphasize school as a pleasurable and important experience
- Be interested in their schoolwork, its quality and its completeness on time
- Accept their child's(ren's) limitations graciously, but challenge them to do their best for the glory of God
- Display confidence in the teacher, the staff, and school policies
- Provide for plenty of rest and good nutrition
- Be on time to school and refrain from casual absences

## **FACULTY/STAFF STANDARDS**

The Administration of Fayette Christian School commits to employing faculty and staff members who evidence Christlikeness in their daily lives and a strong academic acuity in their content areas. All faculty and staff members give testimony of being born-again Christians. Their service to this ministry is to impact your young people for Christ to God's glory.

## **FACULTY/STAFF QUALIFICATIONS**

The Fayette Christian School Faculty or Staff Member. . .

- Demonstrates and communicates a personal relationship with Jesus Christ as Savior
- Is a servant leader
- Models Christlikeness in daily life
- Faithfully attends and actively participates in a local, Bible-believing church

- Adheres to the vision, mission, statement of faith, philosophy, and guiding principles of Fayette Christian School
- Has earned a Bachelor's degree in education or a related field from an accredited college or university to serve as a teacher; has the ascribed degree/work experience to serve as a staff member
- Has teaching experience preferred in the core or evidence of a successful teaching practicum; has work experience in the area assigned for service
- Agrees to assume other duties as requested by the Administration
- Submitted to and passed a BCI and FBI background check.
- Holds Ohio Department of Education Certification/Permit in their work area if required

## **II. ENROLLMENT INFORMATION**

### **ADMISSIONS POLICY**

Fayette Christian School desires for students to know the Lord, Jesus Christ, as their own personal Savior; the School further seeks to train students in the Word, making disciples, and instilling within them a biblical worldview. Membership in the student body of Fayette Christian School is a privilege, not a right. If at any time, in the opinion of the administration (Pastors, Principals, and/or School Board), determines that a student is not in harmony with the biblical goals and spiritual ideals of the school, he/she may be dismissed or not be accepted as a student the following year.

### **ADMISSION STANDARDS**

A prospective student is admitted to Fayette Christian School on the basis of his age, former records, student or parent/guardian interview, and TestPoint placement testing (if determined necessary by the administration).

A student should be no more than one grade level behind in reading and math. Students who fall below that benchmark may still be enrolled but only after the Principal, Assistant Principal, or Elementary Curriculum Coordinator meets with the parents. Expectations for grades, possible tutoring, and an arrangement with work at home with the parents and their child are agreed upon. A probationary period of 9 weeks will be observed for *all* new enrollments in school. Parents will be notified if a child does not meet probation standards.

Fayette Christian School has limited ability to provide for special needs students, and evaluates applicants with 504 or IEP distinctions on an individual basis. The Administration will review each of these students at the end of the first quarter and decide if the FCS setting is right for each child.

Fayette Christian School reserves the privilege of setting and maintaining standards of conduct, dress, cleanliness, and scholarship. The school reserves the privilege of refusing admittance to anyone it so chooses without defining reasons.

### **ENROLLMENT PROCEDURES**

The administration will establish enrollment policy and procedure. Enrollment steps include the following:

1. A completed application, obtained from the school office or online, must be submitted to the office with the required non-refundable registration fee. The application requires a salvation testimony of either the student (grades 7-12) or a parent/guardian (K-6) or both.
2. An entrance test (cost \$40) may be required for all new students. A test date will be established by the school.
3. The following items will need to be completed/provided:
  - a. Birth certificate (please bring in the birth certificate so we can make a copy and return it to you) **Note: K 5 enrollees must be age 5 by September 30 of the school year**
  - b. Proof of immunizations (must be on file in the school office within 14 days of the start of school)
  - c. Custody papers or any other legal documents needed to enroll the child in school
  - d. Transfer of Records Request form (from previous school or home school records)
  - e. Signed Parent/Student Handbook Agreement

### **HEALTH REQUIREMENTS**

The Ohio Department of Health has established requirements for health records, which schools must maintain for all students. Students entering school in Ohio must be immunized according to the requirements of the Department of Health before they can begin classes. An immunization record from a physician or the health department is necessary stating that the child has received immunization in accordance with the Department of Health with the month and year of each immunization received.

### **RECEIVING AND SENDING RECORDS/TRANSCRIPTS**

When the school receives a new student application, the parent/guardian signs a transfer of records or transcript form to be sent to the former school. Upon receipt of the record/transcript, the Principal/Assistant Principal/Elementary Curriculum Coordinator will review student records; the student must give evidence that he or she can successfully achieve the academic levels required at FCS. Students more than one year behind in academic skills may be admitted



to the next lower grade level; students may be asked to take an entrance test in order to determine placement. Secondary students must have passed their courses with a 68% or greater; those receiving a D in any subject may be required to retake that subject before credit will be issued for that course.

If a student has a class on his record that is not offered at Fayette Christian School, the Principal/Assistant Principal will assess if the class is similar to a FCS class offering. If no similar course exists, then the class will be designated as an elective. New students' academic performance will be reviewed after a period of nine weeks.

When the Office receives a request from another school for a transfer of records/transcript, the Office Manager reviews the student(s)' account with the Accounts Manager. If no fees are due and the account is up to date, the Office Manager will record the current grades and other pertinent information and will send the record/transcript.

### **STUDENT WITHDRAWAL PROCEDURE**

The following is the process of student(s) withdrawal:

1. The parent will be directed to the Accounts Manager to fill out the official withdrawal form including the reason for withdrawal. If the parent indicates the reason for withdrawal is financial in nature, the parent will be directed to investigate the scholarship program.
2. The Accounts Manager will review the student's(s') account and advise parents of tuition or fees due.
3. If approved by the Principal, the office will contact the classroom teacher(s) to record the current grades and collect any textbooks or school owned equipment.
4. The Office Manager will affix the withdrawal date and reason for the withdrawal.
  - Print a transcript/ progress report/report card and place it in the child's file
  - Notify any extra-curricular coaches, PE teachers, or elective teachers regarding any school owned uniforms, library books, etc. that need to be returned. The teachers should assess the condition of the uniforms and add any replacement fees to the form.
  - Return the withdrawal form to the Accounts Manager; he/she will confirm the completion of all fees, with payment affixed and signature
    - Tuition paid in full
    - Applicable charges for non-returned or damaged textbooks
    - Unreturned/damaged athletic or fine arts uniforms
    - Cafeteria charges or refund
  - The Office Manager will sign the withdrawal form and place it in the student file; transcripts will be released to the requested school if all tuition/fees have been paid.

### **III. FINANCIAL INFORMATION**

#### **TUITION**

The FCS School Board reviews and establishes tuition and fees annually. Re-enrollment materials for each new school year contain a tuition/fees fact sheet with financial information and deadlines for payment. It is expected that parents who enroll their children meet their financial obligations to FCS by paying tuition in a timely manner. Tuition charges may be paid in a lump sum amount or on a 10-month installment plan, which runs from August through May. Payments are due by the 15<sup>th</sup> of each month. Program and Facilities fees are due by July 31<sup>st</sup> for the coming school year. The enrollment fee and the program/facilities fees are non-refundable.

#### **TUITION COLLECTION POLICY**

- Accounts not current by the 20<sup>th</sup> of each month will incur a \$30 late fee.
- Accounts must be current to receive report cards.
- When two (2) payments are due and not paid, the child(ren) will not be allowed to attend classes or any school related activity. Access to Gradelink will be locked until payments come within one month.
- A student who withdraws will owe tuition for the month in which he/she withdraws.
- No permanent records, transcripts, or diplomas will be issued without all owed fees and tuition having been paid.
- All tuition and fees must be paid in full for any kindergarten student to receive a diploma, to participate in the graduation ceremony, or the end of the year program.
- No child may re-enroll the following year without the previous school year's fees and tuition being paid.
- Any returned check will be required to be made whole, including any related bank fees incurred by FCS.
- If two (2) checks are returned to the school for any reason during the school year, all future payments must be made by cash or cashier's check.

#### **POLICIES PERTAINING TO HOME SCHOOLED CHILDREN**

- Homeschool students may be approved to participate in academic classes, electives and/or extra-curricular activities at FCS. Families must apply for this privilege and meet with the Principal before beginning any program at FCS.
- Home schooled children not enrolled but attending FCS to take specific academic classes will pay the Program and Facilities and enrollment fees, plus 20% of the tuition fee of the grade level of each class taken.
- The fee for multiple non-academic classes taken (e.g. P.E., art, music, etc.) is \$50 per month (per activity)

- Participation in Elementary (1st-6th) and Secondary (7th-12th) sports is also open to home schooled students. Activity fees must be paid in full before any student may begin participation. Sports physicals are required for the 7th-12th students before they may participate in practices and games.
- Home schooled students will be expected to wear clothing that is appropriate for FCS (clothing similar to the FCS uniform) and guided by the principle of modesty.
- Participation may be ended by either party (FCS or participating family) at any time.

#### **IV. GENERAL INFORMATION**

##### **INCOMING MESSAGES**

If it is necessary to contact a teacher during school hours, please contact the school office to leave a message. The teacher will return your call in a timely manner during a break or after school hours. Please do not text or call teachers during school hours (8:00 a.m. to 3:00 p.m.). Messages and deliveries will be made to teachers and students at an appropriate time so as not to disturb a class in session.

##### **STUDENT EMERGENCIES**

In the event a parent must contact a student, the parent may call the school office at 740-335-7262. A student will be called out of class only in an emergency. In the event of an emergency, students may use the phone in the school office after receiving permission from their classroom teacher and office personnel.

##### **ILLNESS**

You will be called to pick your child up from school if he/she has a fever of 100° or more, or if he/she vomits during the school day. For the safety of your child and others in his/her class, please keep your child at home if he/she is ill, has had a fever of 100° or more, or has vomited within the past 24 hours.

#### **PRESCRIPTION MEDICATION ADMINISTRATION POLICY**

**EFFECTIVE DATE:** August 1, 2025

##### **PURPOSE**

To ensure the safe and lawful administration of prescription medications to students during the school day, in accordance with Ohio law.

##### **POLICY OVERVIEW**

##### **1. Authorization and Designation**

- **Designated staff members** who have completed a drug administration training program conducted by a licensed health professional may administer prescription medications to students, or
- **Licensed health professionals** authorized by the school board
- The school board will designate authorized personnel by name, position, or qualification.

## 2. Parent and Physician Requirements

Before any prescription medication is administered:

- A **written authorization form** must be provided by the **prescribing physician**, including:
  - Student's name
  - Medication name and dosage
  - Time and method of administration
  - Duration of administration
  - Possible side effects
  - Physician's contact information and signature
  - Parent/guardian signature
- Parents must agree to submit a **revised authorization form** if the prescription changes.

## 3. Medication Delivery and Storage

- Medications must be delivered to the school by a **parent or guardian** in the **original container** labeled by a licensed pharmacist.
- All medications will be stored in a **locked drawer or cabinet** accessible only to authorized personnel.
- A **log of administration** will be maintained, including date, time, dosage, and administering staff member.

## 4. Emergency Medications

- Emergency medications (e.g., epinephrine, glucagon, rescue inhalers) may be carried by students with proper documentation and physician approval.
- Staff will be trained in emergency response procedures.

## 5. Over the Counter (OTC) Medication

If a student requires over-the-counter medication such as pain relievers (acetaminophen and ibuprofen) or allergy medications such as antihistamines, the office manager will call the student's parent/guardian for permission to administer.

## INFESTATIONS MANAGEMENT PROCEDURE

Where schools exist, infestations, such as head lice or bed bugs, are probable. Many misconceptions exist concerning some infestations; among those being that infestations are

always a result of poor sanitation. While cleanliness is a means of protection against infestations and disease, infestations may occur in the cleanest of homes. At no time, therefore, should a child be shamed if he or she is found to have symptoms of an infestation; rather, the child should be treated with compassion by both parents and school personnel. Fayette Christian School seeks to manage infestations in a godly manner; the following is its management procedure.

### **Responsibility of the Parent in an Infestation Situation**

Should a parent/guardian discover that an infestation has occurred in the home, the parent is to perform the following actions:

- Immediately inform the school of the type of infestation,
- Consult a physician or treat the infestation with the prescribed, OTC medical treatment.
  - For example, in the treatment of head lice, Permethrin (Nix) or products that have pyrethrin (Rid, Pronto Plus, others) are the best course of action. Follow the package directions for use of these products for people aged 2 months or older. Then remove nits with the comb included in the package. Repeat the treatment 9 to 10 days later. Keep combing out the nits every 2 to 3 days for 2 to 3 weeks. Make sure no nits are left on the scalp.
  - Examine and treat all family members.
  - With insect infestations, wash all clothes, bedclothes, and stuffed animals, etc., used by the infected person(s) and dry in a hot dryer. Disinfect all personal hygiene items; vacuum mattress seams and upholstered furniture and dispose of bag contents immediately.
  - Prevent children from sharing personal hygiene items.
- Return the child to school when the symptoms have subsided: itching, bites, presence of active insects, diarrhea, etc.

### **Responsibility of the School in an Infestation Situation**

- Inform the parent/guardian should an infestation be discovered
- Deal with the parent discreetly and only inform the parents of the child's classmates if warranted
- Ask the parent/guardian to pick up the child and to begin treatment within twenty-four hours
- Request a statement of completion of treatment
- Allow the student(s) to return to school once the symptoms have subsided
- In the case of head lice, the child may be checked by school personnel, a designated nurse, or Fayette County Public Health
- Should the situation become chronic, parents may be asked to keep the child home until parents produce proof of eradication of the infestation.

## **EMERGENCY ACTION PLAN/POLICY FOR STUDENTS WITH FOOD ALLERGIES**

Allergic reactions may be mild or can develop into a life-threatening emergency; among the most dangerous reactions is food allergies. Parents, therefore, must submit to the School Office an Emergency Care Form which alerts the school to the known foods that cause allergic reactions for the child along with an updated EpiPen. The faculty/staff of FCS have EpiPen training during inservice of a given school year.

Those staff/faculty members in direct contact with the child will receive a copy of the information and will have access to an EpiPen at all times while the child is on campus. Staff should be aware that allergic reactions may occur up to two hours after ingestion. Adult(s) supervising students during normal activities should be aware of the student's exposure and should watch for any delayed symptoms of a severe allergic reaction.

The following are the guidelines to be followed in case of an allergic reaction to food:

### **BE OBSERVANT**

Does the student have any symptoms of a severe reaction which may include any of the following?

- Flushed face
- Seizures
- Dizziness
- Difficulty breathing
- Drooling
- Difficulty swallowing
- Confusion
- Weakness in the limbs
- Hives all over the body
- Blueness around the mouth
- Loss of Consciousness

### **ACT**

Does the student have an Emergency Care Plan?

- Follow instructions with the plan. (NOTE: The Staff should be very familiar with all Emergency Care Plans of their students.)
- Administer doctor-and parent/guardian-approved medication as indicated.
- If the Plan calls for use of an EpiPen, administer EpiPen according to instructions. Note the time the EpiPen was injected.
- CALL EMS 911 after administering the EpiPen and then contact a parent or guardian.

- If the student does not improve responsively after fifteen minutes, administer a second EpiPen and note the time for the medical personnel.
- If a student is having difficulty breathing, check the student's airway.
- Look, listen and feel for breathing.
- If a student stops breathing, begin CPR.
- Continue CPR as needed.

## **MILD REACTIONS**

While uncomfortable, mild allergic reactions are not life-threatening and should be treated according to the Emergency Care Plan instructions or the Medical Guidelines for the school.

Symptoms of a mild allergic reaction include some or all of the following:

- Red, watery eyes.
- Itchy, sneezing, runny nose.
- Hives or rash in one area.

If student is so uncomfortable that he/she is unable to participate in school activities, contact a responsible school authority and parent or legal guardian and permit the child to go home or be excused from the activity.

## **EMERGENCY ACTION PLAN/POLICY ON SEIZURE DISORDERS**

In accordance with Ohio Law, Fayette Christian School will designate at least one employee aside from a school nurse to receive training in the implementation of seizure action plans every two years. In addition FCS conducts training in seizure disorder for each person employed as an administrator, teacher, or bus driver during inservice, the first Wednesday teachers' meeting, or a September professional development day.

The Office Manager will keep on file a written request, signed by the student's parent/guardian to have seizure disorder prescriptions administered to the student. A written statement from the student's treating practitioner containing information on each drug prescribed for the student with the seizure disorder will be on file as well.

Appropriate school personnel will be informed of the emergency care plan for the student: a description of the onset, type, duration and after effects of the seizures.

The following is the Seizure Disorder Policy/Procedure Plan for administrators, teachers, and bus drivers:

## **BE OBSERVANT**

Seizures may appear as any of the following:

- Episodes of staring with loss of eye contact
- Staring involving twitching of the arm and leg muscles
- Generalized jerking movements of the arms and legs
- Rapid eye movements
- Crying out
- Unusual behavior for that person (e.g., running, belligerence, making strange sounds, etc.).
- Loss of consciousness
- Falling
- Muscle jerks or spasms
- Twitching
- Changes in taste or smell
- Confused or dazed

Observe details of the seizure for parent/legal guardian, emergency personnel or physician.

- Duration.
- Kind of movement or behavior.
- Body parts involved.
- Loss of consciousness, etc.
- Is the student having a seizure lasting longer than 5 minutes?
- Is the student having seizures following one another at short intervals?
- Is the student without a known history of seizures having a seizure?
- Is the student having any breathing difficulty?

## **ACT**

- Refer to the student's emergency care plan.
- If a student/person seems off balance, place him/her on the floor (on a mat) for observation and safety.
- Do NOT restrain movements.
- Move surrounding objects to avoid injury.
- Do NOT place anything between the teeth or give anything by mouth.
- Keep the airway clear by placing the student on his/her side. A pillow should NOT be used.
- Call EMS 911.
- Contact school authority and parent/guardian.

## **MEDICAL EMERGENCY STANDARD OPERATING PROCEDURES**

While the administration cannot anticipate all medical emergencies, the school does have a Medical Emergency SOP plan. The plan may be adjusted as new information on more efficient practices become known or a new medical concern arises (e.g. 2020 Covid-19 outbreak). The following is an outline of the Medical Emergency SOP procedures.



## **RESPONSIBILITIES OF THE FACULTY/ADMINISTRATION**

The Principal or a designated staff member will . . .

- Meet with parents to build a trusting relationship. Obtain:
  - a. Medication orders
  - b. All required school forms
  - c. Medication(s)
  - d. Anaphylaxis Emergency Care Plan
  - e. Reliable emergency contact information
- Have emergency contact numbers on display in the office and next to First Aid kits and any AEDs
- Have a copy of the Medical Emergency Plan in the School Office or any other critical area: the gym, Pre-school, labs, kitchen, etc.
- Designate certain staff members to respond to the emergency: Office Manager, PE teacher, coach, Principal, etc.
- Communicate with staff and let them know of individual student/staff member medical needs
- Provide staff training—CPR, AED, BBP's, anaphylactic shock response, etc.--when necessary
- Remind faculty and staff at the beginning of each semester of SOP's

## **REPORTING A MEDICAL EMERGENCY**

If a student or staff member needs emergency medical attention—broken bone, symptoms of stroke or heart attack, open wound, or any other serious medical emergency—first dial 911. Specify the type of emergency: allergic reaction, unconscious, difficulty breathing, chest pain, fall/possible broken bone, diabetic emergency seizure. Specify whether the victim is a child or an adult. Stay on the phone until the dispatcher hangs up. Follow the instructions provided by the dispatcher.

**NOTE: If a student/individual is experiencing anaphylaxis response, administer Epinephrine first and then dial 911, or if possible, have a team member dial 911 while you administer the EPI-pen.**

## **RESPONSE POLICY/PROCEDURE IN A MEDICAL EMERGENCY**

The response to a medical emergency will depend on the type of injury and the circumstances. Consider the following and implement appropriate steps in accordance with your level of training. If you speak with a 911 dispatcher, their instructions ALWAYS take priority.

1. Remain calm; calmness reassures the injured/ill person.
2. If a walkie-talkie, another phone, or another staff member is available, contact the office for assistance.
3. Protect yourself and others; look for things that could harm you or the affected person.
4. Avoid direct contact with blood or bodily fluids. (Blood-borne pathogens)
5. Don't move injured people unless they face a greater danger by not moving.

6. Clear the area of onlookers; give the injured/ill person privacy.
7. Secure a first-aid kit if immediately available and administer aid. First aid kits should be in prominent locations in all buildings.
8. Secure an AED if necessary. AEDs should be in a prominent location in all main buildings.
9. Administer an EPI-pen to an individual experiencing a severe allergic reaction. Wait 5 minutes, and if a response is not evident. Administer another EPI-pen.
10. Coordinate ambulance arrival to the right building, floor/location.

### **EMERGENCY CARE FORM**

If your student experiences allergic reactions to food, stings, or other possible life-threatening exposures, experiences seizures, or has any other life-threatening conditions, you must have on file in the office an Emergency Care Plan along with doctor-ordered medications.

### **WEATHER EMERGENCIES**

From time-to-time inclement weather, poor road conditions, or other emergencies may cause FCS to deviate from its school calendar. In the interest of the safety of all students and staff, we will follow MIAMI TRACE SCHOOL DISTRICT'S decisions regarding weather-related cancellations and delays. At times, however, because of bus transportation, Miami Trace closes school when Fayette Christian School could be open. In that case, the FCS Administration will contact all families that school is in session through GradeLink and a posting on our Facebook page. If parents believe transportation to school during inclement weather would pose a danger for them and their children, parents may keep their children at home. This absence will be excused if the parent notifies the school by 8:30 AM of their intention to keep the student(s) home that day. ( This procedure applies to inclement weather and does not pertain to other early dismissals or non-scheduled days that MTSD might have on its calendar.)

In the event of a delay, do not bring your children early to school. Students should not arrive at school any earlier than 30 minutes before the start of school. In the event of an early dismissal due to inclement weather or poor road conditions, the school will notify you.

### **TWO-HOUR DELAY SCHEDULE**

In the event of a 2-hour delay, **7-12th grade teachers** will follow the given schedule.  
**Elementary students will not have any specials that day.**

10:00 – 10:30	1 <sup>st</sup> Hour		
10:35 – 11:05	2 <sup>nd</sup> Hour	12:45 – 1:15	6 <sup>th</sup> Hour
11:05 - 11:35	3 <sup>rd</sup> Hour	1:20 – 1:50	Lunch
11:35 – 12:10	4 <sup>th</sup> Hour	1:55 – 2:25	7 <sup>th</sup> Hour
12:10 – 12:40	5 <sup>th</sup> Hour	2:30 – 3:00	8 <sup>th</sup> Hour

**Note: The high school will have an afternoon lunch on a 2-hour delay day.**

## **LUNCH**

Your child may bring a sack lunch from home or order from a school lunch menu. We are able to refrigerate lunches if necessary. Please mark the container to be refrigerated with the child's name and grade. For items that need to be heated, please use containers that are made for a microwave oven. We are not responsible for damaged containers. Due to time restrictions, frozen dinners must be able to be microwaved within 3 minutes. Lunches that need to be cooked on a stovetop will not be accepted. In the morning, all students will place lunches that need to be refrigerated/heated, or lunch order forms, in lunch bins located in the high school hallway.

## **VISITING SCHOOL**

Parents are welcome at FCS at any time. Non-custodial parents have the same rights of access to the school unless limited by visitation or custody decree. Those wishing to visit are welcome, but we ask if possible visitors should call in advance and sign-in at the school office so the teacher and FCS staff can be made aware of their presence.

Classroom visits by parents are welcome. A call in advance requesting a visit is appropriate. We do request that any parent-teacher conference be scheduled at a convenient after-school hour. Student visitors should be either a student's out-of-town relative, a student from another Christian school, or a student interested in enrollment at FCS. All visitors must come to the office to secure permission.

## **SOLICITATIONS**

Solicitation, at Fayette Christian School, will be allowed only with the permission of the principal. This includes the selling of tickets, candy, distribution of political materials, circulation of petitions, handing out event flyers, etc.

## **SCHOOL PROGRAMS**

Parents are encouraged to consult the school calendar and note the regularly scheduled school events.

All students are expected to attend school programs and activities in which they are scheduled to participate. Failure to attend the program may result in their music grade being dropped one letter grade. The principal must approve a student's release from participation. Failure to attend without prior approval may also result in disciplinary measures.

Any FCS student attending a special program or activity must be in appropriate attire that meets the school standards. Children that have gone home sick during the day of the program will not

be permitted to participate in that evening's program. Special program parts will be given to those students who meet academic and behavior guidelines as laid out in the FCS handbook.

### **FIELD AND OFF CAMPUS TRIPS**

All classes periodically take field trips. Field trips are an important part of the total curriculum at FCS designed to reinforce classroom instruction. A signed permission slip is required each time a field trip is taken. On other occasions, parents may be asked to drive and/or chaperone. If you choose to drive and/or chaperone a field trip, we ask that you please uphold school policy in all areas. Parents who transport children other than their own will have a copy of their drivers license and current insurance on file with the school office. Parents are encouraged to participate in field trips so as to provide adequate supervision. Parents should dress appropriately and modestly. If parents choose for their child not to attend field trips, the student is still required to attend school.

### **V. ACADEMIC REQUIREMENTS**

Because God is the source of all knowledge, all academic material is taught with the Bible as the final authority of truth. Every attempt is made to integrate all learning in each subject with the Bible. In addition, the Bible is taught as a regular subject throughout the school. Each student is required to have his/her own Bible, the New King James Version, in school daily. One version is required so that all memorization will be uniform. Chapel services are scheduled on a regular basis during the week.

### **GRADING SYSTEM**

Fayette Christian School uses Gradelink, a student information system for all grades and attendance. Parents are given a password that will allow them access to their child's school profile. This system allows the parents to keep updated on their child's progress on a day to day basis. Report cards will be distributed each nine weeks.

Mid-term progress reports are given to all students in grades 7-12. The mid-term will list the percent made for each class during the current period. These reports serve to keep the parent informed of the student's progress and allow for quick correction for weak areas before reaching the end of a reporting period. These mid-term reports are given to the student to take home.

### **GRADING SCALE**

A+	98-100	C	72-77
A	92-97	C-	70-71
A-	90-91	D+	68-69
B+	88-89	D	62-67
B	82-87	D-	60-61
B-	80-81	F	0-59
C+	78-79	I	incomplete

#### Descriptors for Grading Scale:

90-100	A	Excellent—responsibilities carried out in an exceedingly exceptional manner, prepared in a logical, clear manner (Given only for highest achievement and quality of performance)
80-89	B	Solid performance—preparations and presentations consistently and distinctly superior; shows initiative and thoroughness (Given for performance of high quality and well above satisfactory grade level)
70-79	C	Satisfactory—the basic essentials and requirements met in both quality and quantity. Student has met an acceptable standard of performance in assignments and assessments.
60-69	D	Below satisfactory— class performance falls below the acceptable standard, yet is deserving of credit for the course.
0-59	F	Work is undeserving of credit for the course.

Students must pass each subject with a grade of 60% (D-) or higher in order to receive credit for the class.

#### HONOR ROLLS

“Principal’s List” - All grades must be A’s with no incomplete marks

“Honor Roll” - All A’s and B’s

#### ACADEMIC PROBATION

Students are placed on academic probation when in a grading period they have one failing grade, two (2) or more grades of “D”, or have an excessive amount of incomplete homework assignments. Parents are notified of probationary status and are given a full explanation of its impact. Academic probation will continue for a period of nine weeks. If at the end of the 9-week probation, improvement has not reached a satisfactory level the student will continue on academic probation. **(See Guidelines for subject grade/credit recovery in the corresponding sections of this handbook: Elementary K5-6 or 7-12.)**

The administration will review students who continue on academic probation. This review may result in a recommendation for academic dismissal. Students who, for whatever reasons, have low grades but whose efforts and attitudes are positive are permitted to remain as long as the school can serve their academic needs. Students on academic probation are urged to seek extra

help from teachers, and parents are encouraged to help improve their child's study habits by taking appropriate action at home.

Students who are dismissed due to academic probation will not be able to re-enroll for a period of one semester and will be on academic probation when re-enrolled.

### **HOMEWORK/ASSIGNMENTS**

Homework is an integral part of Fayette Christian School's academic and character training. The purposes of homework are the following:

- To teach habits of independent study.
- To reinforce the instruction given in the classroom.
- To provide practice in the application of acquired skills.
- To acquaint parents with the child's work.
- To promote participation in activities that further challenges the abilities of the pupil.

Teachers will try to keep homework to a minimum on Wednesdays and other nights with special church or school events.

### **TESTING**

In addition to regular course tests, Fayette Christian School annually administers the Ohio State Tests, Grades 3-12 in English Language Arts, Mathematics, Science and Social Studies and CogAT Assessments.

### **ABSENCE AND TARDY MAKE-UP WORK**

Students who miss school are given a period of time to complete make-up work. Missed work, because of an excused absence, must be made up by the time the teacher determines. While teachers have the right to determine the amount of time allotted, the time should be within reason. The rule of thumb is that a student has the same number of days to make up work as they were absent plus one (excused absences and tardies only). It is the responsibility of the student/parent to check with the classroom teacher to schedule make-up work. Long-term assignments will be due on time. All missed work due to unexcused absences or tardies will be required to be made up; however, the student will receive no higher than a 59 percent (F). A student will receive a zero for any work that is not made up and turned in to the teacher within the allotted time.

## **VI. CONDUCT INFORMATION**

### **PHILOSOPHY OF CONDUCT**

Christian conduct is the goal for all FCS students. An orderly and disciplined environment, with opportunity for self-development, is fundamental to learning and enables the student to be happy and content. Teachers will handle the need for correction of their students in a Christ-like manner. Corrective measures will be taken as each need warrants. If these measures do not result in changed behavior, the parents will be asked to deal with the student. Suspension or expulsion may be necessary in extreme situations.

It is impossible to make rules to cover every type of need. Good behavior must ultimately come from within, by a change of heart, and not from mere conformity to man-made regulations.

Courtesy to teachers, school employees, other students, and visitors is expected. Each student should strive to be considerate of others despite differences.

### **GENERAL GUIDELINES FOR BEHAVIOR**

Students at FCS are expected to adhere to the following guidelines:

- Refrain from cheating, swearing, using tobacco, gambling, drinking alcoholic beverages, and using or talking about drugs in any form
- Act in an orderly and respectful manner, maintaining Christian standards regarding courtesy, kindness, language, morality (including homosexual behavior), and honesty
- Strive toward unquestionable character in dress, conduct, and attitude
- Respect the property of the school and of others. Damaged property is to be replaced at the offending student's expense
- Refrain from discussing any music, movies, videos, or TV shows that are inappropriate

Because of our commitment to moral purity in thought and action (2 Corinthians 7:1; 1 John 3:3; Matthew 5:27-28), the School prohibits the accessing of, possessing of, distributing of, or downloading of any and all forms of pornography.

Based on our commitment to moral purity and the gift of intimacy in marriage we believe that all acts of sexual immorality are sinful perversions of God's gift of sex; i.e., homosexuality, lesbianism, incest, fornication, adultery. (Romans 1:21-27; 1 Corinthians 6:9; Genesis 2:24; Ephesians 5:31) Consistent with our commitment to God's design for gender identity, the School does not support the public advocacy for or act of altering one's original identity through medical transition or mental transgendering.

Students should not bring certain items to school; while not an exhaustive list, the following are not permitted:

- Weapons or items typically considered to be weapons such as guns and knives (whether real or play)
- Matches
- Lighters
- Reading material that is inappropriate (either in content or purpose)
- Electronic devices used solely for recording or playing music or for entertainment (games)
- Videos
- CDs
- DVDs

NOTE: Occasionally, the administration may permit students to bring a prohibited item if the administration deems it appropriate for either an educational or recreational purpose.



**SPECIFIC  
ELEMENTARY  
GUIDELINES  
GRADES K5-6**

## **I. ATTENDANCE**

### **CHILD ENDANGERMENT**

A record of persons permitted to pick up students must be kept in the office. If anyone not registered arrives, contact with the parent must be attained before the student may be released. If anyone arrives to pick up a child, and alcohol is detected on his or her breath or aggressive behavior is noted, the child will not be released. The office will advise the individual that he or she may call for someone else to pick up the child. Child endangerment occurs if the individual refuses to cooperate and takes the child. In this event, the school will call 911 and report the incident immediately. That report will be given to the Principal, and the incident will be reported to the Department of Social Services. Each teacher and staff member of the school is instructed to be aware of any unknown person on the premises, on foot, or in a parked vehicle; such an individual will be reported to the office immediately.

### **ARRIVAL AND DISMISSAL TIMES**

Students (grades K-6) are to arrive no earlier than 7:30 a.m. (except faculty and staff children) and no later than 8:15 a.m. If a student arrives after 8:15 a.m., the student will be marked tardy. Students (grades K-6) are dismissed at 3:00 p.m. After 3:15 p.m., those students not participating in school-sponsored or approved activities will be assigned to a designated area with a teacher until they are picked up. All students should be picked up by 3:45 p.m.

Any student who will be leaving school with someone other than the student's parent or guardian needs to bring a note from the parent or guardian giving permission.

### **EXCUSED ABSENCES AND EXCUSED TARDINESS**

Excused absences and excused tardiness include:

- Illness of student
- Death in the family
- Medical appointment which cannot be scheduled for non-school hours
- Other (may include, but is not limited to, special family occasions, such as weddings or other family celebrations)

The Principal must approve, at his/her discretion, the excusal of absences not otherwise covered in this section.

If an elementary student (K-6) has 20 days (125 hrs.) or more of absences in one year, promotion or retention will be at the Principal's discretion based upon the teacher's recommendation. When an elementary student has been absent for 30 days or more, retention is mandatory. A student must attend 5 hours in a school day to be considered present for the entire day and 3 hours to be

counted present for a half day. Anything less than 3 hours will be considered absent for the entire day.

Any student absent from school on the day of an activity is not permitted to take part in that activity on that day or evening. An exception would be if the student was attending an approved activity. To qualify as an exception, the involvement must be pre-approved by the principal.

Parents should notify the office by 9:00 a.m. about a student's absence. If requested, an attempt will be made to have make-up work ready for after-school pick up. However, notification after 11:00 a.m. will not allow adequate time for the teacher to have the work by the end of the day.

### **PLANNED ABSENCES**

Under extraordinary circumstances, parents may believe it highly advantageous to take their child out of town because of business, church activity, or similar reasons. Special prearranged permission must be granted by the principal to classify the absence as an "extraordinary absence." Each request for a planned absence must be made at least three (3) days prior to the time the absence occurs.

### **UNEXCUSED ABSENCES AND UNEXCUSED TARDINESS**

Absence from school with or without the knowledge of the parent, but without having made arrangements with the school in advance of the absence, and for reasons unacceptable to the school will be classified as unexcused.

Promptness is expected. Tardiness to school requires a note from the parent/guardian indicating sufficient reason for the student's late arrival. Three unexcused tardies = a tally for 1<sup>st</sup>-3<sup>rd</sup> grade; five unexcused tardies = a 30-minute detention for 4<sup>th</sup>-6<sup>th</sup> grade. All missed work due to unexcused absences will be required to be made up; however, the student will receive no higher than a 59 percent (F). When work is not made up and turned in to the teacher within the time allotted, the student will receive a zero for all work not turned in.

Kindergarten and elementary students will be considered tardy if they are not in their classrooms at the appropriate time.

### **MEDICAL APPOINTMENTS**

Non-school days should be used for such appointments; however, if this is not possible, appointments should be scheduled for as close to the end of the school day as possible. A note from the parent/guardian is required. The note is to be given to the teacher the first thing in the morning. Before the student leaves the school property, the parent or guardian must sign out the student in the office. Every effort should be made to schedule appointments on non-school hours.

## **I. ACADEMICS**

### **GRADING SYSTEM**

Fayette Christian School uses Gradelink, a student information system for all grades and attendance. Parents are given a password that will allow them access to their child's school profile. This system allows the parents to keep updated on their child's progress on a day to day basis.

Report cards will be distributed each nine weeks for those in grades K-5 through 6.

Mid-term progress reports are given to all students in grades 1-6. The mid-term will list the percent made for each class during the current period. These reports serve to keep the parent informed of the student's progress and allow for quick correction for weak areas before reaching the end of a reporting period. These mid-term reports are given to the student to take home.

### **GRADING SCALE**

A+	98-100	C	72-77
A	92-97	C-	70-71
A-	90-91	D+	68-69
B+	88-89	D	62-67
B	82-87	D-	60-61
B-	80-81	F	0-59
C+	78-79	I	incomplete

### **KINDERGARTEN 5 AND GRADE ONE READINESS**

Students may be enrolled in Kindergarten 5 at Fayette Christian School if they are age 5 by September 30th, have scored successfully on the TestPoint placement test, and have been deemed ready by the Kindergarten teacher and or the Assistant Principal/Elementary Curriculum Coordinator at the Kindergarten Round-up meeting. The Round-up allows the teacher to observe the prospective student interacting with peers and learning centers.

Students may be enrolled in Grade 1 at Fayette Christian School with a review of their K-5 performance record and the nationally-normed Iowa Achievement Test assessment or an assessment from another nationally-normed achievement test if the student is a new enrollee.

### **GRADE CLASSIFICATION (K-5 -6)**

A student will be promoted to the next grade if he/she passes all of his/her academic subjects (English, history, math, science). If a student fails one (1) academic subject, he/she will be promoted on probation unless he/she takes and passes the subject with a passing or higher grade

during summer school. If a student fails two (2) academic subjects, he/she will not be promoted to the next grade unless he/she takes and passes at least one of the two subjects with a passing or higher grade. He/she would then be promoted on probation. If the student takes and passes both subjects with a passing or higher grade during summer school, he/she would then be promoted without probation. If a student fails three (3) academic subjects, he/she will not be promoted unless special arrangements are made for him/her to take and pass all three subjects with a passing or higher grade during summer school. After passing all three subjects with a passing or higher grade, he/she would be promoted on probation and may be moved back prior to the end of the first nine-week grading period. If the student who fails three subjects makes less than passing on one of the subjects during summer school, he/she cannot be promoted even on probation.

All students on probation are admitted conditionally on a nine weeks trial period. If during this time the child fails to make passing grades or does not adjust to the program of the school, the parents will be expected to give additional help at home. The school then reserves the right to place the child in a lower grade if it is deemed necessary. Additional probation may be set for not completing homework or meeting any other set academic requirements of the various subjects.

During the 12-year academic process (grades 1-12), a student may repeat a grade only one time. The student cannot be more than two years older than the peers in his classroom grade.

### **ACADEMIC PROBATION**

Students are placed on academic probation when in a grading period they have a failing grade or two (2) or more grades of “D”, or have an excessive amount of incomplete homework assignments. Parents are notified of probationary status and are given an assessment of the reasons and a full explanation of their impact. Academic probation will continue for a period of nine weeks. A parent conference will be required after every nine-week probation. If the conference is not attended, the child will not be allowed to attend school.

If at the end of the 9-week probation, improvement has not reached a satisfactory level the student will continue on academic probation.

### **ACADEMIC PROBATION AND GRADE RECOVERY PLAN**

Students are placed on academic probation when in a grading period they have one failing grade, two (2) or more grades of “D”, or have an excessive amount of incomplete or missing assignments. Academic probation will continue for a period of nine weeks. If at the end of the 9-week probation, improvement has not reached a satisfactory level the student will continue on academic probation.

Fayette Christian School exhausts all possibilities to assist a student with academic probation. The following is the subject grade recovery plan:

- The Principal, Assistant Principal, or Elementary Curriculum Coordinator reviews report cards every nine week period.
- If a student is determined to be on academic probation, the parent/guardian is notified and a plan of grade recovery is created.
- The parent/guardian is given suggestions for how the student may be helped at home and is encouraged to help improve their child's study habits by taking appropriate action.
- The teacher(s) will arrange for all missing or incomplete work to be submitted. (Penalties for missing or late work are at the discretion of the teacher(s).)
- The teacher(s) will arrange for tutoring/help sessions to be conducted with the student(s) and the teacher or with another resource teacher.
- If a student(s) still has not improved after remediation actions have been taken and the student fails a class, the administration will arrange for summer school instruction for subject grade recovery.

The administration will review students who continue on academic probation or have habitually had a failing grade in two or more classes.. This review may result in a recommendation for academic dismissal. Students who, for whatever reasons, have low grades but whose efforts and attitudes are positive are permitted to remain as long as the school can serve their academic needs. Students who are dismissed due to academic probation will not be able to re-enroll for a period of one semester and will be on academic probation when re-enrolled.

### **HONOR ROLLS (1<sup>st</sup> – 6<sup>th</sup> Grades)**

“Principal’s List” - All grades must be A’s with no incomplete marks

“Honor Roll” - All A’s and B’s

## **III. DISCIPLINARY PROCEDURES**

### **BIBLICAL DISCIPLINE**

The biblical term *discipline* is a process of turning someone forward in a better way. At FCS we believe that God is most pleased when all matters of discipline result in one growing closer to God, parents, friends, and school staff as a result of the problem. While no discipline seems pleasant at the time, but painful, our desire is that it would “. . . yield the peaceable fruit of righteousness to those who have been trained by it.” (Hebrews 12:11 NKJV)

In all matters of discipline the faculty and administration seek to treat those who have erred with grace, kindness, and firmness that look toward restoration.

Furthermore, it is vitally important that children learn self-discipline and respect for the rights of other people.

Therefore, if problems arise, a variety of disciplinary measures will be used. As a general rule, the following will be used, though not necessarily in the order listed:

1. Verbal reprimand
2. Classroom Corrective Measures: Examples—walking laps, missing break time, picking up paper, etc.
3. Demerits

Kindergarten teachers will handle the discipline in their classrooms. The teachers will give specific expectations and guidelines at the beginning of the year.

First through third grades use the “How I Act” disciplinary system. You will find the system briefly described below. If a student’s behavior varies from this list, their teacher or any teacher at FCS reserves the right to issue the appropriate tally values.

### **HOW I ACT GRADES 1-3**

<u>Behavior</u>	<u># of Tallies</u>	<u>Description</u>
H-Horseplay	2	Running in the hall; pushing, hitting, or tripping another student
O-Out of Order	1	Throwing items; passing notes; chewing gum; being out of seat without permission; not raising hand; dress code violation; tardiness/unexcused; excessive or unnecessary noise; distraction
W-Work Late/Sloppy	1	Work not done on time; work not done neatly
I-Intentional Disobedience	5	Direct defiance; back talk; lying; cheating; missing required program
A-Attitude-Poor	3	Complaining; inappropriate language; facial expressions (such as eye rolling)
C-Courtesy-Lacking	2	Line cutting; neglecting common courtesies; name calling; disrespect of school property
T-Talking	1	Talking without permission when talking is restricted (This includes all areas of school.)

- A child who receives five (5) incidents in one area will have a meeting with the Principal.
- A parent/teacher conference will be required for a student who receives ten (10) tallies, cumulative, in a semester period to discuss the nature of the tallies.
- A child who receives fifteen (15) tallies, cumulative, in a semester period will be required to stay for a half hour after school two days in one week.
- A child who receives twenty (20) tallies, cumulative, in a semester period will be required to stay for a half hour after school four days in one week.
- A child who receives twenty-five (25) tallies, cumulative, in a semester period will meet with the principal and his/her parents and will result in a one (1) day suspension.
- Any child who receives seventy-five (75) tallies in one year will be expelled.

All final decisions will rest with the School Board in handling expulsion.

Grades four through six will use the Demerit System. When a teacher issues a demerit, the demerit form will be sent to the school office. The Principal/Assistant Principal will review the demerit form, fill in the number of demerits to be assigned, sign the form, and give a copy to the student to take home. The demerit form should be signed by the parent and returned to the school office.

Repeated offenses of the same nature will receive an increasing number of demerits for each offense. Demerits are accumulative throughout the year.

#### **DEMERIT SYSTEM GRADES 4-6**

<b>Every 5 unexcused tardies</b>	<b>30-minute detention</b>
<b>Every 10 demerits</b>	<b>30-minute detention</b>
<b>50 demerits (cumm.)</b>	<ul style="list-style-type: none"> <li>· <b>Meeting with the Principal.</b></li> <li>· <b>1 day suspension</b></li> </ul> <p><b>All class work and homework for that day will receive zeros.</b></p> <p><b>(Work must be completed)</b></p> <p><b>Not eligible to play sports for the rest of the school year or have special parts in school programs.</b></p>



<p><b>75 demerits (cumm.)</b></p>	<ul style="list-style-type: none"> <li>· <b>Meeting with the Principal.</b></li> <li>· <b>2 days suspension</b></li> </ul> <p><b>All class work and homework for the two days will receive zeros. (Work must be completed)</b></p> <p><b>Not eligible to play sports for the rest of the school year or have special parts in school programs.</b></p>
<p><b>100 demerits (cumm.)</b></p>	<ul style="list-style-type: none"> <li>· <b>Meeting with the Principal.</b></li> <li>· <b>3 days suspension</b></li> </ul> <p><b>Same academic consequences as stated above.</b></p>
<p><b>125 demerits (cumm.)</b></p>	<p><b>Expulsion</b></p> <ul style="list-style-type: none"> <li>· <b>Once a student has been expelled he/she may not be reinstated for two full semesters. All expelled students wishing to re-enroll must have an interview with the school board before they will be considered for reinstatement.</b></li> </ul>

*All final decisions in handling expulsion will rest with the School Board.*

## **BULLYING POLICY**

Providing a safe school environment for our students is of utmost importance for Fayette Christian School. Harassment is a violation of the law as well as a contradiction to Christ-like behavior. FCS will not tolerate aggressive behavior that includes harassing or intimidating another student or staff member based on gender, race, ethnic group, physical appearance or disability. Bullying is one particular form of harassment that endangers school safety and can take many forms.

**DEFINITION:** “unwanted, aggressive behavior that involves a real or perceived power imbalance.”

## **KEY COMPONENTS:**

1. Repeated – The “target” has been attacked more than once.
2. Imbalance of power – One individual has some type of power advantage over another.
3. Purposeful – There is clear intent to harm.

## **FORMS:**

1. Physical – This contact can be action (pushing, shoving, hitting, kicking, etc.) to another person or their property.
2. Cyber – Cyber-bullying involves harassment and intimidation of a person through the use of technology (email, social networking, instant messaging, texting, etc.).
3. Verbal – This communication involves threats, taunting, ridiculing, and possibly gesturing.
4. Relational – This action may involve other forms, but the intent is to damage an individual’s relationships with others.

## **REPORTING:**

1. Students or parents may report directly to a teacher or principal.
2. Students may complete a complaint form (as the victim or as a witness) and submit it to a teacher or at the principal’s office.
3. Students or parents may email a report with a description of the bullying activity and witnesses to the principal.
4. Teachers who observe behavior that meets the criterion for bullying should report information to the principal. The principal may be aware of a pattern that the teacher would not know.
5. A hardcopy file of these reports will be maintained in the principal’s office and will follow the student as he proceeds from one school division to the next.
6. The principal will communicate with teachers to make them aware of any student situations that warrant special attention during daily supervision.
7. Anonymous reporting that excludes specific details or witnesses will raise administrative awareness, but will not be acted upon unless clear evidence is available to corroborate the report.

## **JURISDICTION:**

FCS will not tolerate aggressive behavior of one student or a group of students aimed at harming another student. Students who bully are deliberately violating their contracts and will be subject to those consequences. FCS will act on bullying occurring on school property, at school-sponsored activities (on or off school grounds), or while transported on school vehicles.

## **CONFIDENTIALITY:**

1. As much as possible, all reports will be kept confidential.
2. Limited disclosure may be necessary to complete a thorough investigation.

3. Every effort will be made to protect the identity of the complainant and victim, but absolute confidentiality cannot be guaranteed.

### CONSEQUENCES:

Based on the severity of the situation, students who are guilty of bullying may face the following disciplinary actions:

1. Parent conference with follow-up counseling
2. Detention
3. In-school detention
4. Suspension with zeros
5. Expulsion
6. Other actions deemed necessary by the administration

**NOTE: Specific discipline guidelines appropriate to the divisions of the school are published in the designated divisions in this handbook. Preschool discipline guidelines appear in the Preschool Handbook.**

### CELL PHONES

Students in kindergarten through third grade may **not** bring cell phones or other electronic devices to school.

Students in grades four through six are strongly discouraged from bringing cell phones or other electronic devices to school. Because the use of cell phones and other electronic devices can be disruptive to the educational process, cell phones and all other personal electronic devices may not be used during school hours (from time of arrival until dismissal). Cell phones and other PEDs (such as headphones) are not to be on the student's person during school hours. **All such devices must be turned off and placed in the student's designated pocket of the wall holder in each classroom.** The following penalties will be given for infractions of this rule (4<sup>th</sup>-6<sup>th</sup> grade):

- **First offense:** The student will receive 5 demerits.
- **Second offense:** The student will receive 5 demerits and an after-school detention.
- **Third offense (and following):** The student will receive 10 demerits and an after-school detention.

### ELEMENTARY DRESS CODE

Fayette Christian School believes that conservative, modest dress is not only pleasing to the Lord but also conducive to better learning habits and conduct. Philippians 1:10 states, "that you may approve the things that are excellent, that you may be sincere and without offense till the day of Christ."

Even though Christians differ in what is considered modest, FCS has carefully chosen garments that we feel would best suit the needs of the school.

## **KINDERGARTEN/ ELEMENTARY DRESS CODE**

Kindergarten students are not required to wear uniforms; however, modest (knee-length) dresses, skirts, or pants are required for the girls; pants and shirts are required for the boys. All t-shirts, shirts, or jackets with logos should be age appropriate and should not contradict biblical values. Kindergarten students are permitted to wear shorts when appropriate for weather conditions. Please follow the guideline of modesty (at least a seven inch inseam) for shorts, as well.

Grades 1-6: The length of all skirts and jumpers must be no higher than the top of the knee. When girls are wearing shorts underneath skirts, the shorts may not be longer than the skirt.

Capris do not comply with the current dress code standard (grades 1 through 6).

All pants, skirts, and shorts must be from a school uniform line (grades 1 through 6).

Kindergarten–Grade 6: For safety reasons, Crocs and Croc-like shoes may only be worn with the strap up and in use.

Miscellaneous: No ripped uniform clothing, no tattoos (temporary or permanent), no extreme hair styles (such as mohawks), or extreme coloring of the hair (unless approved for school spirit days) are permitted. Promotion of a popular culture with dress or school supplies (e.g. celebrities, musicians, peace symbols, skull and crossbones, etc.) is not permitted.

**GIRLS:** The following are the dress guidelines for girls.

- Navy or khaki skirt or jumpers and school plaid skirt or jumper  
School plaid may be purchased only through Educational Apparel.
- Navy or khaki pants (no knit pants)
- Polo shirt (short or long sleeved) Colors permitted are white, light blue, navy blue, pale yellow, and hunter green. Oxford cloth shirts or blouses are also acceptable in light blue, white, or yellow.
- Tennis shoes, loafers, and dress shoes are acceptable during the school day; however, tennis shoes are not permitted for school programs. Crocs must be one solid color choice. Socks, tights, or hose are required for all shoes except sandals or crocs. As a safety precaution, students may not wear flip flops or athletic slides.
- Girls are encouraged to wear shorts under their skirts and jumpers. In cooler weather, girls may wear tights or leggings under their skirts or jumpers. Leggings and tights may be either white, navy, black, gray, or hunter green. Leggings and tights may not be worn alone in place of pants.
- All camis must be tucked in.

- Girls may wear jewelry that is neither excessive nor distracting. Girls may have their ears pierced; however, no other body piercings are permitted. Tattoos, either permanent or temporary, are not permitted.

**BOYS:** The following are the dress guidelines for boys.

- Navy or khaki pants or shorts (no corduroy or cargo pants). Shorts may be worn only in the **1st and 4th quarters of the school year**.
- Polo shirts (short or long sleeved) Colors permitted are white, light blue, navy blue, yellow, or hunter green. Oxford cloth shirts may also be worn in light blue, yellow, or white.
- A brown, black, or navy belt must accompany pants or shorts.
- Tennis shoes, loafers, or dress shoes are acceptable during the school day. Tennis shoes, however, will not be permitted for school programs. Socks are required to be worn with all shoes. As a safety precaution, students may not wear flip flops or athletic slides.
- Male students must wear their hair off the ears, collar, and eyebrows.
- Male students may wear hand or wrist jewelry of good taste. Body piercings and tattoos (permanent or temporary) are not permitted.
- All shirts must be tucked in.

**ALL STUDENTS:** The following items are optional for all students and must be worn over a school uniform shirts:

- FCS-branded sweatshirts, sweaters, or jackets
- Uniform sweaters (V-neck, crew neck, cardigan, or vest) in the following school uniform colors: black, gray, navy, light blue, yellow, white, or hunter green.
- Plain jackets in solid, school-uniform colors (black, gray, navy, light blue, yellow, white, or hunter green). Any logo must be inconspicuous.

## **P.E. UNIFORM REQUIREMENTS FOR ALL STUDENTS**

All students in grades 1 through 6 are required to have a P.E. uniform consisting of athletic pants or shorts and any FCS t-shirt. Pants and shorts may be hunter green, black, or navy blue. White stripes down the side are permitted.

Athletic shorts must have at least a 7-inch inseam and must be loose-fitting.

First through sixth grade students will wear their P.E. uniforms to school on their designated P.E. day.

## **IV. MISCELLANEOUS INFORMATION**

### **LUNCH**

Your child may bring a sack lunch from home or order from a school lunch menu. We are able to refrigerate lunches if necessary. Please mark the container to be refrigerated with the child's name and grade. For items that need to be heated, please use containers that are made for a

microwave oven. We are not responsible for damaged containers. Due to time restrictions, frozen dinners must be able to be microwaved within 3 minutes. Lunches that need to be cooked on a stovetop will not be accepted. In the morning, all students will place lunches that need to be refrigerated/heated, or lunch order forms, in lunch bins located in their classrooms.

### **RESTROOM POLICY**

Grades 1-3 will take scheduled restroom breaks every morning. The teacher will send students one at a time. At other times during the day, a restroom pass will be used so that only one child will be in the restroom, except for emergencies. Grades 4-6 will follow a similar standard allowing one child at a time to use the restroom throughout the school day.

### **FIELD TRIPS**

All classes periodically take field trips. Field trips are an important part of the total curriculum at FCS and are designed to reinforce classroom instruction. A signed permission slip is required each time a field trip is taken. Occasionally, parents may be asked to drive and/or chaperone in order to provide adequate transportation and/or supervision. Parents who transport children other than their own will have a copy of their drivers license and current insurance on file with the school office. If parents choose for their child not to attend field trips, the student is still required to attend school.

**7-12**  
**JUNIOR HIGH**  
**SENIOR HIGH SCHOOL**  
**GUIDELINES**

## I. ACADEMIC GUIDELINES

### GRADE CLASSIFICATION (7 -8)

For Junior High (grades 7-8) the successful completion of a class requires a final average of 60 percent or above to be attained for the year. A student will be promoted to the next grade if he/she passes all of his/her core academic subjects (English, history, math, science). If a student fails **one (1) academic subject**, he/she will be promoted on probation unless he/she takes and passes the subject with a passing or higher grade during summer school. If a student fails **two (2) academic subjects**, he/she will not be promoted to the next grade unless he/she takes and passes at least one of the two subjects with a passing or higher grade during summer school. He/she would then be promoted on probation. If the student takes and passes both subjects with a passing or higher grade during summer school, he/she would then be promoted without probation. If a student fails **three (3) academic subjects**, he/she will not be promoted.

**All students on probation are admitted conditionally on a nine-weeks trial period.** If during this time the child fails to make passing grades or does not adjust to the program of the school, the parents will be expected to give additional help at home. The school then reserves the right to place the child in a lower grade if it is deemed necessary. Additional probation may be set for not completing homework or meeting any other set academic requirements of the various subjects.

### GRADE CLASSIFICATION (9-12)

In grades 9 through 12 a minimum of 5-1/2 credits per year must be passed in order for graduation to occur in a 4-year time frame. Credit is assigned on a semester basis. If a student does not pass a semester of a class, he/she will be required to take summer school classes to earn credit for that semester. Also, if a student fails both semesters, he/she will have to repeat the class or take another class for that credit during the subsequent years.

### ACADEMIC PROBATION AND GRADE/CREDIT RECOVERY PLAN

Students are placed on academic probation when in a grading period they have one failing grade, two (2) or more grades of “D”, or have an excessive amount of incomplete or missing assignments. Academic probation will continue for a period of nine weeks. If at the end of the 9-week probation, improvement has not reached a satisfactory level the student will continue on academic probation.

Fayette Christian School exhausts all possibilities to assist a student with academic probation. The following is the subject grade recovery plan:

- The Principal or Assistant Principal reviews report cards every nine week period.
- If a student is determined to be on academic probation, the parent/guardian is notified and a plan of grade recovery is created.



- The subject teacher gives the parents/guardians suggestions for how the student may be helped at home to improve their child's study habits by taking appropriate action.
- The teacher(s) will arrange for all missing or incomplete work to be submitted. (Penalties for missing or late work are at the discretion of the teacher(s).)
- The teacher(s) will arrange for tutoring/help sessions to be conducted with the student(s) and the teacher or with a peer group member who excels in the subject.
- If a student(s) still has not improved after remediation actions have been taken and the student fails a class, the administration will arrange for summer school instruction for subject grade recovery.

The administration will review students who continue on academic probation or have habitually had a failing grade in two or more classes.. This review may result in a recommendation for academic dismissal. Students who, for whatever reasons, have low grades but whose efforts and attitudes are positive are permitted to remain as long as the school can serve their academic needs. Students who are dismissed due to academic probation will not be able to re-enroll for a period of one semester and will be on academic probation when re-enrolled.

### **SUMMER SCHOOL GRADE/CREDIT RECOVERY**

Summer School is required for any student who fails either a semester (9-12) or the whole year (7-8) of a class. In order to pass summer school, junior high students need to get a C- or higher while senior high students will need a B- or higher to receive credit. When a student successfully finishes summer school, a final grade of 60/D- will be entered on the permanent record. In addition to grade requirements during summer school, there are also time criteria. Junior high students will need to attend 20 hours of summer school for each subject failed, while senior high students will attend 10 hours of summer school for each quarter they failed that contributed to the failing grade for the semester (a maximum of 20 hours per class). Since the needs of the different students having to attend summer school will vary, the responsibility for developing a feasible schedule for all involved will lie with the teacher supervising summer school for that year.

### **POST SECONDARY**

Students may enroll in the College Credit Plus Program approved by the administration. Registration for this program must be completed and on file at the Ohio Department of Education by April 1. Students who are enrolled in the College Credit Plus Program will have their grades sent to FCS and will be weighted on a 5-point scale.

### **GRADUATION REQUIREMENTS**

All seniors must have successfully completed (60% or higher) the following courses:

- 4 years of senior high school English
- 4 years of math

- 4 years of history
- 4 years of Bible
- 4 years of choir
- 3 years of science
- 2 years of a foreign language
- 1 year of speech
- 2 additional electives

Seniors must have received 1 credit during high school for health/P.E. All seniors must earn a total of 22 credits in order to graduate.

- Seniors will **not** be permitted to march in the commencement exercises if they have fewer than 22 credits. FCS cannot be held responsible for the inconvenience caused by a **senior's failing courses during the last semester of school.**
- Any student receiving a failing grade can receive credit toward graduation by successfully repeating that subject the following year if the schedule permits. A student can also receive credit by passing the course in summer school.
- Seniors may be exempt from final exams if they have an "A" in the class. The grade will be determined by averaging the 3<sup>rd</sup> quarter with the current 4<sup>th</sup> quarter grade.

Students may also receive honor cords for the graduation ceremony by achieving the following GPA:

- Summa cum laude 3.90 and above- Gold cord
- Magna cum laude 3.70-3.89- Hunter green and white cord
- Cum laude 3.50-3.69- Hunter green cord or white cord

### **VALEDICTORIAN AND SALUTATORIAN**

When possible, a graduating senior will be chosen to be valedictorian. This student delivers the valedictory address at the graduation ceremony. In general, the senior with the highest academic average is chosen as valedictorian. Valedictorian and salutatorian determinations will be made primarily by a student's cumulative, weighted GPA. If there is a tie for one of these honors in GPA status, a secondary determination will be made using the student's cumulative percentage grades from all high school credit courses (including CCP).

Furthermore, the following criteria, must apply:

- The student must have attended FCS for his/her junior and senior years.
- The student must have taken the more challenging academic schedule including the following courses: chemistry and another upper-level science such as physics or anatomy/physiology; in addition to an upper level math class (pre-calculus).

- The student must have an overall GPA. of 3.70 or above. The runner-up for valedictorian will be chosen as salutatorian.
- The same criteria will also apply to the salutatorian.

For accuracy and accountability, Valedictorian and salutatorian status will be calculated and determined by FCS Administration, with the verification of FCS office staff and the FCS School Board. Valedictorian and salutatorian honorees will be confirmed with the students and families in person and via email no later than the week before graduation.

The runner-up for valedictorian will be chosen as salutatorian. The same criteria will also apply to the salutatorian. We encourage students to strive for these honors. Many colleges give scholarships to students who attain these positions.

Each year a senior trip is planned. The trip is a requirement for graduation. The only exception will be a valid medical reason. In the event a student does not attend the senior trip for a valid medical reason, that student will be required to attend school during the trip and will have additional assignments.

## **HONOR SOCIETY REQUIREMENTS**

Students in grades 10-12 will be considered for nomination into the American Christian Honor Society if they have attended FCS for two consecutive semesters and if their cumulative average is a 90% or better in the core subjects. Nominees will then be evaluated by the high school faculty in the areas of character, service, and leadership. This final phase of the nomination process will take place after the first semester. After induction, members of the ACHS will be expected to maintain the same standards in academics, character, service, and leadership throughout their high school career.

## **II. ATTENDANCE REQUIREMENTS**

### **CHILD ENDANGERMENT**

A record of persons permitted to pick up students must be kept in the office. If anyone not registered arrives, contact with the parent must be attained before the student may be released. If anyone arrives to pick up a child, and alcohol is detected on his or her breath or aggressive behavior is noted, the child will not be released. The office will advise the individual that he or she may call for someone else to pick up the child. Child endangerment occurs if the individual refuses to cooperate and takes the child. In this event, the school will call 911 and report the incident immediately. That report will be given to the Principal, and the incident will be reported to the Department of Social Services. Each teacher and staff member of the school is instructed to be aware of any unknown person on the premises, on foot, or in a parked vehicle; such an individual will be reported to the office immediately.

## **ARRIVAL AND DISMISSAL TIMES**

Students (grades 7-12) are to arrive no earlier than 7:30 a.m. (except faculty and staff children) and no later than 8:00 a.m. Students are dismissed at 3:00 p.m. At 3:15 p.m., those students not participating in school-sponsored or approved activities should be under the supervision of a staff member. All students should be picked up by 3:45 p.m. unless arrangements have been made through the office.

## **EXCUSED ABSENCES AND EXCUSED TARDINESS**

Either a note or a phone call from the parent or guardian will excuse the absence for one of the reasons listed below:

- Short-term personal illness (Absence due to sickness beyond 60 hours, will require a doctor's excuse.)
  - Death in the family
  - Medical appointment which cannot be scheduled for non-school hours
  - Other (This may include, but is not limited to special family occasions, such as weddings or other family celebrations; college visits; military tests; job shadowing or interviews.)
- The principal must approve, at his discretion, the excusal of absences not otherwise covered in this section.

Grades 7-8: A student may have 20 absences a year (125 hrs.). If more than 20 absences occur in one year, promotion or retention will be at the discretion of the administration.

Grades 9-12: A student may have up to 10 absences (62 ½ hrs.) per semester. If a student in grades 9-12, accumulates more than ten absences, he/she will not receive credit for the class unless the administration deems otherwise.

Any student absent from school on the day of an activity is not permitted to take part in that activity on that day or evening. An exception would be if the student was attending an approved activity. To qualify as an exception, the involvement must be pre-approved by the principal.

Parents should notify the office of a student's absence by 9:00 a.m.. If requested, an attempt will be made to have make-up work ready for after-school pick up. However, notification after 11:00 a.m., in most cases, will not allow adequate time for the teachers to have the assigned work available by the end of the day.

## **PLANNED ABSENCES**

Under extraordinary circumstances, parents may believe it highly advantageous to take their child out of town because of business, church activity, or similar reasons. Special prearranged permission must be granted by the principal to classify the absence as an "extraordinary absence." Each request for a planned absence must be made at least three (3) days prior to the

time the absence occurs. The student must obtain a Planned Absence form from the office and have their teacher(s) sign and write the assignments on the form.

**Work assignments, quizzes, tests, should be completed upon returning to school.**

Exceptions must be approved by the principal.

### **UNEXCUSED ABSENCES AND UNEXCUSED TARDINESS**

Absence from school with or without the knowledge of the parent, but without having made arrangements with the school in advance of the absence, and for reasons unacceptable to the school will be classified as unexcused. Junior high and high school students will be considered tardy if they are not in their classroom at the appropriate time. Five unexcused tardies will result in detention.

FCS holds their students to a higher expectation. FCS does not condone any activity that would relate to or involve activities such as pranks and skip days. Consequences for any of these activities or any activity that does not meet in alignment with Christian character or conduct would be reviewed by the principal and if necessary by the school board and consequences would be determined at that time. (Skip days will result in a zero for the day.)

### **MEDICAL APPOINTMENTS**

When it becomes necessary for a parent to take a student out of class for doctor appointments or other reasons during the day, release of the student must be made through the office. A note from the parent or guardian is required. It is to be given to the office upon arrival to school so teachers may be properly notified with an early dismissal slip. Before the student (7-12) leaves the school property he/she must sign-out in the office. Every effort should be made to schedule appointments on nonschool hours.

## **III. CONDUCT INFORMATION**

### **PHILOSOPHY OF CONDUCT**

Christian conduct is the goal for all FCS students. An orderly and disciplined environment, with opportunity for self-development, is fundamental to learning and enables the student to be happy and content. Teachers will handle the need for correction of their students in a Christ-like manner. Corrective measures will be taken as each need warrants. If these measures do not result in changed behavior, the parents will be asked to deal with the student. Suspension or expulsion may be necessary in extreme situations.

It is impossible to make rules to cover every type of need. Good behavior must ultimately come from within, by a change of heart, and not from mere conformity to man-made regulations.

Courtesy to teachers, school employees, other students, and visitors is expected. Each student should strive to be considerate of others despite differences.

### **GENERAL BEHAVIOR**

Students at FCS are expected to refrain from the following:

- Cheating
- Swearing
- Sexual immorality of any type
- Smoking or other tobacco use
- Vaping
- Gambling
- Drinking alcoholic beverages
- Using or talking about drugs in any form.

FCS reserves the right to check lockers and cars (on school premises) if any suspicion arises of possession of material that is not within FCS standards and guidelines.

Students are to act in a Christ-like manner in the following ways:

- Act in an orderly and respectful manner
- Maintain Christian standards in courtesy, kindness, language, morality (including refraining from homosexual behavior), and honesty
- Strive toward unquestionable character in dress, conduct, and attitude
- Respect the property of the school and of others. Damaged property is to be replaced at the offending student's expense.
- Refrain from discussing any music, movies, videos, or TV shows that are inappropriate

Students should not bring certain items to school. This list is not exhaustive, but students should not bring the following items:

- Weapons or items typically considered to be weapons such as guns and knives (whether real or play)
- Matches
- Lighters
- Reading material that is inappropriate (either in content or purpose)
- Electronic devices used solely for recording or playing music or for entertainment (games)
- Videos
- CDs
- DVDs

NOTE: Occasionally, the administration may permit students to bring a prohibited item if the administration deems it appropriate for either an educational or recreational purpose.

## **BULLYING POLICY**

Providing a safe school environment for our students is of utmost importance for Fayette Christian School. Harassment is a violation of the law as well as a contradiction to Christ-like behavior. FCS will not tolerate aggressive behavior that includes harassing or intimidating another student or staff member based on gender, race, ethnic group, physical appearance or disability. Bullying is one particular form of harassment that endangers school safety and can take many forms.

**DEFINITION:** “unwanted, aggressive behavior that involves a real or perceived power imbalance.”

### **KEY COMPONENTS:**

1. Repeated – The “target” has been attacked more than once.
2. Imbalance of power – One individual has some type of power advantage over another.
3. Purposeful – There is clear intent to harm.

### **FORMS:**

1. Physical – This contact can be action (pushing, shoving, hitting, kicking, etc.) to another person or their property.
2. Cyber – Cyber-bullying involves harassment and intimidation of a person through the use of technology (email, social networking, instant messaging, texting, etc.).
3. Verbal – This communication involves threats, taunting, ridiculing, and possibly gesturing.
4. Relational – This action may involve other forms, but the intent is to damage an individual’s relationships with others.

### **REPORTING:**

1. Students or parents may report directly to a teacher or principal.
2. Students may complete a complaint form (as the victim or as a witness) and submit it to a teacher or at the principal’s office.
3. Students or parents may email a report with a description of the bullying activity and witnesses to the principal.
4. Teachers who observe behavior that meets the criterion for bullying should report information to the principal. The principal may be aware of a pattern that the teacher would not know.
5. A hardcopy file of these reports will be maintained in the principal’s office and will follow the student as he proceeds from one school division to the next.
6. The principal will communicate with teachers to make them aware of any student situations that warrant special attention during daily supervision.

7. Anonymous reporting that excludes specific details or witnesses will raise administrative awareness, but will not be acted upon unless clear evidence is available to corroborate the report.

### **JURISDICTION:**

FCS will not tolerate aggressive behavior of one student or a group of students aimed at harming another student. Students who bully are deliberately violating their contracts and will be subject to those consequences. FCS will act on bullying occurring on school property, at school-sponsored activities (on or off school grounds), or while transported on school vehicles.

### **CONFIDENTIALITY:**

1. As much as possible, all reports will be kept confidential.
2. Limited disclosure may be necessary to complete a thorough investigation.
3. Every effort will be made to protect the identity of the complainant and victim, but absolute confidentiality cannot be guaranteed.

### **CONSEQUENCES:**

Based on the severity of the situation, students who are guilty of bullying may face the following disciplinary actions:

1. Parent conference with follow-up counseling
2. Detention
3. In-school detention
4. Suspension with zeros
5. Expulsion
6. Other actions deemed necessary by the administration

### **DRUG/ALCOHOL/SMOKING/VAPING POLICY**

Fayette Christian School adheres to the biblical position that the body is the temple of the Holy Spirit (I Corinthians 6:19); any substance that is proven to harm the body is dishonoring to that body. We, therefore, strive to instruct our students in developing a healthy, God-honoring lifestyle. Drugs, alcohol, and smoking/vaping are harmful to the body, and therefore, the use of drugs, alcohol, or smoking/vaping is unacceptable in the school community.

In addition, we strive to provide a secure learning environment for our students, without the influence of drugs, alcohol, or smoking/vaping; we maintain a campus free from the presence of illegal substances. If the use of illegal drugs or abuse of prescription/OTC drugs does occur, students should feel free to communicate their concerns with an immediate school authority such as a teacher or principal, knowing that incidents will be dealt with promptly and effectively.



## ILLEGAL SUBSTANCES DEFINED

FCS prohibits the use of alcoholic beverages, the use of illegal drugs (as defined by Ohio Law), nicotine, the misuse of prescription or over-the-counter medications for any purpose other than their intended medical use, and/or possession of drug paraphernalia.\*

## PROCEDURE

Should drug use occur on campus, an investigation and swift disciplinary action will result. The following steps will be taken in the event of a drug/alcohol/or smoking/vaping incident:

- In proven cases of possession, use of (e.g. sniffing, injection, etc.), or distributing illegal drugs or prescription drugs obtained without a prescription on Fayette Christian School premises, during School activities, or on the way to or from School, the student(s) involved will be suspended until an investigation is completed.
- If appropriate, the administration will inform the local police authority.
- The principal will inform parents of any suspicions that their son or daughter is using drugs in the School or on the way to and from the School.
- A hearing with the student(s), the parents or guardians, and the administration will determine disciplinary action to be taken.
- Proven cases of possession of, use of, or distribution of illegal drugs will result in expulsion.
- In cases of proven tobacco and/or alcohol use on School premises, during School activities, or on the way to or from the School, students will be suspended for a first offense.
- A second such offense may be treated in the same way as for illegal drugs.

NOTE: Fayette Christian School does encourage reconciliation through genuine repentance and seeking forgiveness; however, consequences of student's choices must be maintained. In serious cases suspension and/or expulsion may still need to occur.

The School also has a responsibility to report to parents and relevant authorities any knowledge of drugs/drug activity arranged or discussed at the School that may take place in a non-School setting.

Should a teacher or the principal suspect that a student is under the influence, that student may be referred to the local medical facility for drug testing and local police if tested positive. **First, parents are notified of the suspicion; the Principal will request that a parent take the child to a medical facility for testing and return a form confirming or negating the presence of the illegal substance. If the parents refuse to take the child, then the Principal will call Life Squad to transport the student for testing.** Should a faculty or staff member be suspected of being under the influence, he/she will submit to a drug test at a local medical facility and referred to the local police if tested positive.

## **SEXUAL HARASSMENT POLICY**

FCS believes it is imperative to provide an environment in which every person, an image-bearer of God (Genesis 1:26), is treated with dignity and respect. FCS seeks to provide a learning environment that is free from harassment of any student by any other student or a student by any staff member in any form, including sexual harassment. The administration will treat allegations of sexual harassment seriously and will review and investigate such allegations in a prompt, confidential, and thorough manner. A charge of harassment shall not, in and of itself, create the presumption of wrongdoing. However, substantiated acts of harassment will result in disciplinary action, up to and including expulsion. Conversely, students or adults found to have filed false or frivolous charges will be subject to disciplinary action, up to and including expulsion.

Should an act of sexual harassment violate the law, the decisions of all legal authority will take precedence.

### **SEXUAL HARASSMENT DEFINED**

FCS defines sexual harassment of a student by any other student or by a staff member or by a staff member to any other staff member as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature. Sexual Harassment occurs when any of the following instances happen.

1. Unwelcome advances of a sexual nature
2. Making reprisals, threats of reprisals, or implied threats of reprisals following negative response to sexual advances
3. Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons or posters
4. Verbal conduct such as making or using derogatory comments, epithets, and jokes
5. Verbal abuse of a sexual nature, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes, or invitations
6. Physical conduct such as touching, assaulting, or blocking movements
7. Telling inappropriate or sexually related jokes
8. Any type of inappropriate content on social media

FCS further defines sexual harassment of a student by a staff member or a staff member by another staff member as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when any or all of the following occurs:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status or progress of a staff member's employment.
2. Submission to, or rejection of, the conduct by an individual is used as the basis of

academic decisions affecting the individual or actions affecting the carrying out of the employee's duties.

3. The conduct has the purpose or effect of having a negative impact upon the individual's academic or work performance or of creating an intimidating, hostile, or offensive educational or work environment.
4. Submission to, or rejection of, the conduct by an individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through this school's ministry.

## **WHAT TO DO IF YOU ARE A VICTIM OF SEXUAL HARASSMENT OR OBSERVE SEXUAL HARASSMENT**

Students who feel that they have been subjected to conduct of a harassing nature are encouraged to promptly report the matter to a school official. Students are free to raise the issue with an authority of the same sex if so preferred. A written complaint will be required to be completed so that FCS may investigate the complaint.

Students who observe conduct that is of a sexually harassing nature are also encouraged to report the matter to school leadership. All complaints will be promptly investigated. When one of the school leadership members receives a complaint, he or she will immediately inform the principal. The principal will direct an investigation. If the investigation confirms the allegations, prompt corrective actions shall be taken. The individual who suffered the harassing conduct shall be informed that corrective action has been taken.

In addition, any student found to be responsible for sexual harassment in violation of this policy will be subject to appropriate disciplinary action up to and including expulsion. The severity of the disciplinary action will be based upon the circumstances of the infraction. If the complaint is against a non-employee or non-student, such as a parent/guardian, volunteer or vendor, the school will take steps, within its power, to investigate and eliminate the problem.

If the principal finds that the allegations were falsely presented or were meant to bring harm to another individual, the principal will take prompt corrective action up to and including expulsion.

Should an act of sexual harassment violate the law, the decisions of the legal authority will take precedence.

## **WHERE TO REPORT SEXUAL HARASSMENT**

1. To the supervising adult and or any adult staff member.
2. To the principal
3. If a staff member has a complaint, he/she should address the complaint to the school board.

## **CONFIDENTIALITY**

Every effort will be made to protect the privacy of the parties involved in any complaint. However, the school reserves the right to fully investigate every complaint and to notify a student's parent/guardian or appropriate government officials as the circumstances warrant.

## **PROTECTION AGAINST RETALIATION**

To discriminate or retaliate against any person who has filed a complaint concerning sexual harassment or has testified, assisted, or participated in any manner in any investigation, proceeding, or hearing concerning sexual harassment is against school policy.

## **THREATS OF VIOLENCE AND BRINGING WEAPONS TO SCHOOL**

Fayette Christian School strives to provide a safe environment for their students, faculty, staff, and campus visitors. Although FCS considers the biblical qualities of mercy and grace when dealing with most disciplinary decisions, the protection of our students and staff is of utmost importance; therefore, Fayette Christian School has zero tolerance for threats of violence made to oneself or to others. Any threats of or depiction of violence or harm, whether specific or general, whether done in jest or in seriousness, whether in school or in a public arena that reflects the school, whether in person or through some other form of communication (email, social media, message board, text, letter, picture, etc.) will be taken seriously and may be grounds for immediate discipline, including suspension or expulsion.

Parents and others will be encouraged to report such incidents or information to the immediate school authority such as a teacher or the principal. Staff members shall immediately notify the principal of any threatening behavior or act of violence he/she has knowledge of, has witnessed, or has received. All reports are promptly investigated.

Parents or guardians who knowingly permit their student(s) to carry a weapon to school or allows a student(s) to make threats of harm or more egregiously encourages threats of harm shall be held accountable, along with the student(s).

## **WEAPONS**

Fayette Christian School expressly prohibits the possession of a weapon by a student or visiting non student on school grounds or at school functions. Adults possessing a concealed handgun license are asked to conceal weapons on the school campus unless authorized by the administration for the protection of students and staff (i.e. an intruder alert). FCS will enforce this policy and take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

## **WEAPONS DEFINED**

A weapon is any object capable of producing bodily harm.

- Firearms (whether loaded or unloaded), air guns, pellet guns, BB guns, stun guns, ammunition
- Arrow
- All knives and blades
- Clubs, metal knuckles, nunchucks, throwing stars, chains
- Explosives including fireworks or blasting caps
- Propellants such as mace, pepper spray, or poisons
- Objects modified to serve as weapons
- Instruments having the appearance of a weapon, including but not limited to broken or non-functional weapons listed above, look-alike guns, toy guns, or any facsimile of a real weapon.
- Articles designed for other purposes i.e. lasers or laser pointers, belts, combs, pencils, files, scissors, etc. (To inflict bodily harm or to threaten harm with these items will be treated as the possession and use of a weapon.)

## **VIOLATIONS**

If a student brings a weapon to school, to a school function, or threatens to bring a weapon on school grounds, the school will suspend the student pending a hearing to determine the student's continued enrollment. If the hearing affirms that the student was, indeed, a threat, parents are advised that the school will contact the local police or appropriate authorities, will note in the student's permanent record that he/she was suspended for possession of a weapon on school premises or at a school function, and under the discretion of the administration will pursue expulsion. Possession includes, but is not limited to, having a weapon in a locker, book bag, purse, or vehicle.

If the school determines that a threat of violence is credible or specific, the administration will notify the student and/or staff member threatened, the suspected student's parents, and the appropriate local authorities. A student making such a threat (including cases in which the

student was “just joking”) will be suspended until the threat may be proven credible. For purposes of this policy, *credible* means a reasonable belief or suspicion (determined as such by the school administration) that the threat was or might be genuine or that the student was or might be capable of carrying out the threat. The student’s permanent record will reflect the suspension for making a threat of violence.

In those circumstances in which the school determines that the threat is likely NOT credible, the school, according to the discretion of the administration, will permit the student to return to school upon the completion of a parent/administration meeting. The administration will notify the threatened parties and their parents, even when the threat is not deemed credible.

\*Our zero tolerance is in line with Ohio Revised Code RC2923.122 and RC2923.12

## **PERSONAL RELATIONSHIPS**

FCS desires that its students develop biblically wholesome friendships during their school years. There should not be any physical contact between students during school hours or at any school activity, function, or program. This includes, but is not limited to, slapping, punching, as well as displays of affection such as hand holding, hugging, and kissing. The intent of this policy is to promote respect of personal space, to protect students and their reputations, and to avoid the appearance of evil.

## **STUDENT PERSONAL COMMUNICATION DEVICE USAGE POLICY**

**Effective Date:** August 1, 2025

### **PURPOSE**

In alignment with Ohio House Bill 250 and the 2025 state budget bill, this policy aims to minimize distractions, foster academic focus, and promote a Christ-centered learning environment by limiting student cell phone and other personal electronic communication device use during the instructional day.

### **SCOPE**

This policy applies to all students enrolled in grades K–12 at Fayette Christian School and covers cell phones, smartwatches, and other personal electronic communication devices.

### **POLICY GUIDELINES**

#### **1. General Prohibition**

- Students are **not permitted to use personal electronic communication devices – including cell phones, smartwatches, fitness trackers with messaging capabilities,**

**earbuds, and similar devices** - during the instructional day, defined as the time between the **first bell at 8:00 a.m. and the final bell at 3:00 p.m.**

- All such devices must be **powered off and stored** in designated clear acrylic cell phone locker boxes or left at home during school hours. Locker boxes have 2 keys for each cubby: one will be kept by the student during school hours, and the other will be kept in the office and used only in cases of emergency or lost student keys.

## 2. Exceptions

Cell phone use may be permitted under the following circumstances:

- **Medical Needs:** Students with documented medical conditions requiring phone use (e.g., diabetes monitoring) must submit a **physician's note** to the administration.
- **Instructional Use:** Teachers may authorize phone use for specific educational activities.

## 3. Consequences for Violations

Violations include not storing cell phones in the assigned locker box or not powering off cell phones stored in locker boxes. Smartwatches are not to be used for communication

- **First Offense:** Verbal warning and phone confiscation until the end of day.
- **Second Offense:** Parent/guardian notified; phone held until picked up by parent.
- **Third Offense:** Detention and loss of phone privileges for one week.
- **Repeated Offenses:** Subject to further disciplinary action, including suspension.

## 4. Staff and Parent Communication

- Parents are encouraged to contact the school office for urgent messages.
- Students may request to use a school phone in the office for essential communication.
- Staff will model appropriate technology use and enforce this policy consistently.

## Faith-Based Considerations

As a Christian school, we believe in cultivating attentiveness, respect, and community. Limiting cell phone use supports our mission to

- Encourage **face-to-face fellowship** among students.
- Promote **disciplined learning** free from digital distractions.
- Uphold **biblical values** of stewardship and self-control.

## CELL PHONE REGISTRATION POLICY

To further enhance the ability of Fayette Christian School to protect students from bullying and other inappropriate cell phone usages, the Administration requires all students who bring a cell phone to school must register their phone numbers in the school office. This registration will

serve to eliminate the anonymity of a cell phone number by associating the numbers with the students' names, thereby dissuading students from engaging in inappropriate or harmful cyber behavior.

Inappropriate use of the cell phone is defined as follows:

- Bullying or harassment via text messages or social media postings
- Inappropriate content sharing
- Inappropriate use of the cell phone during school hours

The Administration is aware that privacy is a significant concern for both students and parents. The school will keep all registered numbers strictly confidential and will only access registered numbers for the purposes previously stated. Access to information is strictly limited to authorized school personnel.

## **TECHNOLOGY ACCEPTABLE USE POLICY**

### **PURPOSE:**

The purpose of this policy is to provide clear guidelines for the appropriate use of technology, including Artificial Intelligence (AI) technology, at Fayette Christian School. Our goal is to promote educational excellence while honoring God in all our beliefs and actions. When used appropriately, technology, including AI, can enhance education and empower students while still honoring God. In keeping with our goal to provide students with a safe learning environment, FCS sets necessary and fair limitations on the use of technology. This policy outlines guidelines and expectations for both teachers and students regarding the responsible and ethical use of technology within the school environment.

### **SCOPE:**

This policy applies to all aspects of technology within our school, including but not limited to the following:

- School-issued student tablets, Chromebooks, laptops, etc.
- School-based computers
- Wireless and LAN access by non-school devices
- Internet access
- Email (both personal and school-issued)
- Telephones and voicemail
- Social media and school websites
- AI-powered educational tools
- Automated grading systems



- AI-generated content

## RESPONSIBILITIES OF STAFF AND STUDENTS

In addition to the policies detailed below, the School installs and operates SENSO filtering software to limit users' Internet access to materials that are obscene, pornographic, harmful to children, or otherwise inappropriate or disruptive to the educational process. Unfortunately, the School cannot guarantee that filtering software will, in all instances, successfully block access to materials deemed harmful, indecent, offensive, pornographic, or otherwise inappropriate. The use of filtering software does not negate or otherwise affect the obligations of teachers and students to abide by the terms of this policy and to refrain from knowingly accessing such inappropriate materials.

## GENERAL EDUCATIONAL GUIDELINES:

- **Privilege, Not a Right:** The School provides technology to students and teachers as a privilege, not a right. It is solely for educational purposes and to enhance learning opportunities.
- **Educational Value:** We believe that the educational value of technology outweighs any risks. The School uses filtering programs to limit access to inappropriate material, but users must still abide by this policy.
- **Monitoring:** Teachers and staff will monitor technology use. Violations may result in disciplinary action.
- **Educational Purpose in AI Use:** AI technology can enhance educational experiences; AI technology should be used primarily for learning, research, and creativity.
  - Students and teachers must use AI tools ethically, respecting intellectual property rights and avoiding plagiarism.
  - When students and staff use AI in educational settings, they should be aware of its presence and understand how it functions and be forthright and transparent in its use.
  - While AI can assist, critical thinking and human judgment remain essential.

## GENERAL BEHAVIORAL GUIDELINES FOR STUDENT USE:

- **Respectful Behavior:** Students must use technology in a respectful, ethical, and legal manner.
- **Educational Use:** Technology is for educational purposes only; students should not misuse it for personal gain or entertainment.
- **Filtering Software:** Students must respect filtering software restrictions.

- **Reporting Violations:** Students should report any violations of this policy to the school office.
- **Authentic Learning:** Students should actively engage with AI tools while maintaining their own understanding and originality.
  - When using AI-generated content, students must properly attribute it and avoid presenting it as their own work.
  - Students must not solely rely on AI for assignments or assessments.

## **SPECIFIC BEHAVIORAL EXPECTATIONS FOR STUDENT TECHNOLOGY USE:**

While the student behavioral expectations and consequences outlined in the Student Handbook apply to all aspects of the school environment, to address specific expectations and consequences relating to widely used technology becomes essential. Ultimately, the school holds the student responsible for his actions while utilizing school-issued or school-based technology. Failure to comply with acceptable use guidelines may result in the loss of particular technology-related privileges and/or appropriate disciplinary action.

- Students should treat all technology devices with care.
- Food or drink is not allowed in the immediate vicinity of school technology.
- When utilizing school technology, students should report immediately any hardware, software, other operational errors, or devices in need of repair.
- Students who find any website that may be considered offensive must report it to the Office immediately.
- Students shall refrain from any activity that would be considered illegal, immoral, or offensive to others. Authoring such material, accessing such sites, or sharing such items with other students is a serious disciplinary offense.
- While at school, students are not allowed to utilize personal websites or communicate with other students through personal website postings.
- During the use of technology, students should avoid behavior that might annoy others or disrupt the educational experiences of their peers.
- Students should strive to assist other students who are experiencing challenges while using technology, but only after receiving permission from their supervising staff member or teacher.
- Students are allowed to use school technology for educational purposes only.
- Students are not allowed to interact with instructional technology within the classroom unless directed or supervised by a qualified faculty or staff member.
- Students are not allowed to access teacher's computers or tablets without permission of the teacher.

## **POLICIES REGARDING CCP/ONLINE COURSES CONDUCTED THROUGH FCS:**

- Students taking CCP courses are required to bring their personal computer devices to school every day.
- Since the vast majority of a student's course books will only be available digitally, personal computer devices will be necessary in class to access texts.
- Personal computer devices will be part of students' required school supplies; therefore, students who leave them at home or bring them in without a full charge will be considered unprepared for class.
- If students leave their devices at home, they are responsible for completing the course work as if they had their devices present.
- Repeatedly leaving one's computer at home may result in disciplinary action.
- Student-owned devices are the total responsibility of the student; FCS will not provide for lost personal devices.

## **LEGAL PROTECTION OF FCS AND ITS TECHNOLOGY USE:**

- Students are not allowed to alter any computer configuration including screensavers, desktop settings, network settings, passwords, etc.
- All licensed/copyrighted software installed on computer systems belongs to FCS.
- To copy any copyrighted software is illegal; therefore, students may not copy software.
- Any attempt to circumvent the system security, guess others' passwords, or in any way gain unauthorized access to local or network resources is a legal-binding offense.
- Attempting to bypass the school's SENSO content filter, including the use of proxy servers, is a serious offense.
- Students should not seek to gain unauthorized access to informational resources, obtain copies or modify files of other data, or gain and communicate passwords belonging to other users.
- Students are not allowed to install or download any executable files from the Internet or portable drives, install or use instant messenger programs (other than the school messaging system), download MP3 files or any other music files, or develop and/or share programs that may damage a computer system or network such as viruses.
- Only software approved by a school authority is permitted.

## **CONCLUSION:**

By adhering to this policy, we aim to create a safe and God-honoring environment where technology serves to support educational excellence. We desire for staff and students to be technologically literate and ethically responsible in the school community and to model that same responsibility in their personal lives. These practices help foster the growth of ethically

sound individuals. Technology is one of the many tools to further our mission of educating students to the glory of God.

#### **IV. CODES AND DISCIPLINARY PROCEDURES**

##### **DRESS CODE REQUIREMENTS GRADES 7-12**

###### **GENTLEMEN:**

- Navy or Khaki slacks purchased from Educational Apparel Uniform Store or a comparable uniform line
- Black, brown, or navy blue belts must be worn.
- Polo uniform shirt (long or short sleeve) in approved colors (navy, hunter green, light blue, or white) or light blue or white oxford shirt (long or short sleeve) Shirts must be tucked in.
- Casual shoes, tennis shoes, or sandals for regular school days As a safety precaution, students may **not** wear flip flops or athletic-style slides. Crocs may be worn, but straps must be up in the event of a safety drill. Crocs are to be one solid color choice.
- Dress Shoes required for programs No tennis shoes are permitted for school programs.P.E. Uniform: Athletic pants and shorts must be hunter green, navy, or black in color. Athletic shorts must have at least a 7-inch inseam and be loose-fitting. Any FCS t-shirt may be worn for P.E.

Hair and Jewelry Standards: Male students are not permitted to have facial hair. Sideburns may be no longer than the bottom of the ear opening. Male students must wear their hair off the ears, collar, and eyebrows. Mohawks or extreme coloring of the hair is not permitted, unless approved for school spirit days. Male students may wear hand or wrist jewelry of good taste. No visible body piercing or tattoos either permanent or temporary are permitted on male students.

###### **LADIES:**

- Navy, khaki, or school plaid uniform skirt purchased from Educational Apparel Uniform Store or comparable uniform line The skirts must come to the top of the knee when standing. Navy or khaki uniform pants purchased from Education Apparel or comparable uniform line may be worn, as well.
- Polo uniform shirt with approved colors (long or short sleeved) in navy, hunter green, light blue, or white or a light blue or white oxford shirt (long or short sleeve) Girls may wear tights or leggings under their skirts and jumpers. Leggings and tights must be either white, navy, black, gray, or hunter green. Leggings and tights may not be worn alone in place of pants.
- Tennis shoes, loafers, sandals, and dress shoes are all acceptable footwear during the school day. As a safety precaution, students may **not** wear flip flops or athletic style

slides. Crocs may be worn, but straps must be up in the event of a safety drill. Crocs must be one solid color choice.

- Dress shoes (required for programs) No tennis shoes are permitted for school programs.
- Extreme heel heights are not acceptable.
- P.E. Uniform: athletic pants and shorts must be hunter green, navy, or black in color. Athletic shorts must have at least a 7-inch inseam and be non-form-fitting. Any FCS t-shirt may be worn for P.E.

Hair and Jewelry Standards: Extreme hair styles or extreme coloring of the hair is not permitted, unless approved for school spirit days. Female students may wear jewelry that is neither excessive nor distracting. Girls may have their ears pierced; however, no other visible body piercings or tattoos, either permanent or temporary are permitted.

The following items are **optional** for all students and must be worn over a school uniform shirt:

- FCS-branded sweatshirts, sweaters, or jackets.
- Uniform sweaters (V-neck, crew neck, cardigan, or vest) in the following school uniform colors: navy, light blue, yellow, white, gray, black, or hunter green. These must be purchased from Educational Apparel or a comparable line.
- Plain jackets in solid, school-uniform colors (black, navy, light blue, yellow, white, gray, or hunter green). Any logo must be inconspicuous and located only on the front right or left area of the jacket.

## MISCELLANEOUS

- P.E. uniforms are to be brought to school on P.E. days. Students will be given time to change prior to P.E. class.
- The administration will have the final authority as to the length and proper fit of all uniforms.
- No colored t-shirts or t-shirts with printing that is visible through the collared shirt are permitted for ladies or men.
- Outerwear (coats, jackets, hats, scarves, gloves, etc.) that doesn't meet the guidelines may not be worn in class or taken with students throughout the school day.

## SPECIAL OCCASION DRESS

The following guidelines pertain to events where students are allowed to wear something other than their school uniforms. This includes, but is not limited to, events such as school programs, game days (student athletics), banquets, and field trips. These guidelines do not attempt to address every possible situation regarding dress. The school administration and/or its representatives shall be the final authority on the acceptability of any outfit.

## **FORMAL/SEMI-FORMAL EVENTS**

**BOYS:** Boys may wear casual (khaki) or dress pants (not jeans) with a dress shirt and tie. Certain occasions may also dictate that boys wear a sports jacket or a suit. Dress shoes are required for performance events.

**GIRLS:** Girls may wear either a dress or a skirt and top. Skirt and dress lengths must be the same as is permitted for uniforms. Necklines are to be modest. Special occasion banquet dresses should follow the program dress guidelines. Spring Formal dresses must be checked and approved prior to the event. Dresses must have two shoulder straps. Both the front and the back of the dress must be modest in appearance. Slits in dresses can be no higher than the top of the knee.

## **FIELD TRIPS**

Depending on the nature of the field trip, students may be permitted to wear casual wear instead of their uniforms. In general, boys and girls may wear shorts in keeping with school guidelines or regular length jeans. Jeans should not be shredded, ripped, or holey either through wear or by design. Students may wear T-shirts. A teacher may give more specific guidelines.

## **SPIRIT DAYS**

Throughout the year, we will have FCS spirit days. On these days, students may wear jeans and the current year's FCS spirit shirt. Jeans must be in good condition and free from rips, tears, holes, etc. whether through wear or by design. (Students may wear uniform pants or skirts with the spirit shirt.) Students who choose not to participate are expected to wear their school uniform.

## **DISCIPLINE POLICY GRADES 7-12**

Fayette Christian School believes the biblical term *discipline* is a process of turning someone toward a better way. We further believe that God is most pleased when all matters of discipline result in one growing closer to God, parents, friends, and school staff. While no discipline seems pleasant at the time, but painful, all desire that it would “. . . yield the peaceable fruit of righteousness to those who have been trained by it.” Hebrews 12:11 (NKJV)

In all matters of discipline, the faculty and administration must treat those who have erred with grace, kindness, and firmness that guide the student toward restoration.

Furthermore, it is vitally important that children learn self-discipline and respect for the rights of others.

Should a discipline problem arise, administration and faculty may use a variety of measures to address the issue listed below, but not necessarily in the order listed.

- Verbal reprimand

- Corrective Classroom Measures Examples: walking laps, missing break time, picking up paper, time out for an activity, etc.
- Demerits After the verbal reprimand or other corrective measures have been applied without positive response, then demerits is the next level of discipline.
  - When a demerit is issued, the demerit form will be turned in at the office.
    - The principal will review the demerit form, fill in the number of demerits to be assigned, sign the form, and give a copy to the student to take home.
    - The demerit form should be signed by the parent and returned to the office.
  - Demerits given by a staff volunteer should be communicated to the student's teacher or an administrator and cosigned by the teacher or administrator.
  - Repeated offenses of the same nature will receive an increasing number of demerits for each offense.
  - Demerits are cumulative throughout the year.
- If a major infraction occurs, the principal will contact the parents immediately.

## **DEMERIT SYSTEM**

The demerit system is designed to be fair and to give students the opportunity to develop the highest of personal standards in life.

### **A LIST OF BEHAVIORS AND SUGGESTED DEMERIT AMOUNTS**

#### **1 Demerit**

- Not prepared for class (per offense)--includes pens, pencils, paper, textbooks, personal computer (if being used) properly charged, completed homework, etc.
- Hair/dress code violation(s)
- Disorderly conduct (per offense)--disrupting class; unauthorized talking; writing or passing notes in class; throwing articles; unnecessary noise, loud talking, shouting, or running in public areas; horseplay
- Using school phone or personal cell phones during school hours without permission

#### **5 Demerits**

- Improper or disrespectful addressing of faculty/staff; questioning after specific requests have been made
- Crude language
- Being in an off limits area without permission
- Disrespect of another student--disregard for feelings/worth; violation of others' rights and property; name calling of adults or peers; verbal or physical attacks to harm
- Attitude problem--delays in carrying out a request/command; improper tone when answering; flippancy revealed through bodily movements including eye rolling

- Promotion of music/media not in accordance with FCS standards at school or on school property, or at any school event

### **10 Demerits**

- Social infraction or public display of affection—holding hands, hugging, kissing, etc.
- Defacing school property—demerits plus financial restitution
- Mocking or otherwise showing disrespect of a faculty/staff member

### **25+ Demerits**

- Direct disobedience—refusing to carry out a specific request or command; silence or no response; openly refusing; saying “No.”
- Unauthorized touching
- Destruction of personal property
- Vulgar or profane language
- Lying
- Cheating
- Plagiarism—subject to academic grade adjustment as well
- Stealing
- Leaving school property without permission
- Harassment/Bullying—intimidating or aggressive behavior toward another student or a staff member based upon gender, race, ethnic group, physical appearance, or disability; bullying (behavior that involves a real or perceived power imbalance or an intent to do harm)

### **ACTIONS SUBJECT TO IMMEDIATE SUSPENSION/EXPULSION**

- Possession of/sharing pornographic material
  - 1st offense suspension
  - 2nd offense expulsion
- Use of or possession of tobacco, vaping products, alcohol, or drugs—expulsion
- Immorality—including homosexual behavior—expulsion
- Weapons on school property—expulsion
- Criminal offense—charged or convicted
  - Misdemeanor—suspension
  - Felony—expulsion

\*All offenses subject to suspension and or expulsion are under the discretion of the Administration.



## **CONSEQUENCES OF DEMERITS**

The following infractions result in the listed consequences:

### **TARDIES**

Every 5 unexcused tardies is a detention.

- 5 tardies – 1 30-minute detention
- 10 tardies – 2 30-minute detentions
- 15 tardies – 3 30-minute detentions
- Each 5 tardies will continue to follow consecutively in order
- 10 tardies in a 9-week period will result in 5 demerits

### **10 Demerits**

Every 10 demerits results in a 30-minute detention

### **25 Demerits**

An accumulation of 25 demerits results in a one-day suspension. All classwork and homework assignments for that day must be completed but will receive zeros.

### **50 Demerits**

An accumulation of 50 demerits results in a two-day suspension. All classwork and homework assignments must be completed but will receive zeros.

### **75 Demerits**

An accumulation of 75 demerits results in 3 days of suspension, and the student is placed on probation.

- Same academic consequences as stated above will occur.
- Students are ineligible for participation in all extracurricular activities for the remainder of the year.

### **100 Demerits**

An accumulation of 100 demerits results in expulsion.

- Once a student has been expelled, he/she may not be reinstated for two full semesters.
- All expelled students wishing to re-enroll must have an interview with the school board before they will be considered for reinstatement.

**Any student reaching expulsion level will be reviewed by the FCS School Board.**

Absences from detention must be excused in written form with guardian/parent's signature **in advance** by the Principal; no exceptions will be made. With permission from the Principal, students who have a direct conflict with a school-sponsored activity may serve the detention the next day. Practices for school activities **do not** excuse students. **Unexcused absences will result in an additional 30-minute detention. Students who arrive late to detention will also receive an additional 30-minute detention.**

Note: Demerits for behavior offenses may double whenever a substitute is teaching or supervising, during the last week of a semester, the week before Spring Break, and on school field trips.

## **OVERNIGHT POLICY FOR OFF CAMPUS EVENTS AND TOURNAMENTS**

Students staying overnight are required to room with an FCS faculty/staff member; unless the student's parents/guardians are staying overnight, then the student is to room with them. While at the hotel, all students must meet in the lobby for fellowship, not in rooms or hallways. Students of the opposite gender may not meet in rooms to fellowship. If the hotel has a pool, swim times will be designated for boys and girls. All students must be in their assigned rooms by 11:00 p.m.

## **V. MISCELLANEOUS**

### **BELL SCHEDULE 7-12 GRADES**

Secondary students, upon their arrival to school, should go to their lockers and then report to their homerooms at **8:00**. Homeroom is dismissed at **8:05**.

<b>Period 1</b>	<b>8:05- 8:50</b>	<b>Period 5</b>	<b>11:24-12:09</b>
<b>Period 2</b>	<b>8:53- 9:38</b>	<b>Period 6</b>	<b>12:12-12:57</b>
<b>Period 3</b>	<b>9:41- 10:26</b>	<b>Lunch</b>	<b>12:57- 1:24</b>
<b>Break</b>	<b>10:26-10:36</b>	<b>Period 7</b>	<b>1:27- 2:12</b>
<b>Period 4</b>	<b>10:36-11:21</b>	<b>Period 8</b>	<b>2:15- 3:00</b>

### **EXTRACURRICULAR SPORTS**

Refer to the **Athletic Handbook** for detailed information.

### **STUDENT DRIVERS**

Licensed high school drivers may drive their cars to school and must be registered in the school office. Students are to park behind the school facing the field. They are not to return to, move, or occupy their cars during the school day without approval from the school office or principal.

The speed limit is 10 mph. Parents will be notified immediately of any infraction involving their child's vehicle and the consequences thereof.

Any student that will be riding to or from school with another student driver must have a note on file from their parent/guardian giving permission to ride with the student driver.

## **WORK RELEASE POLICY FOR STUDENTS**

**Purpose:** The purpose of this policy is to provide guidelines for students who wish to leave school early, or come to school late in order to work at a job. This policy aims to support students in gaining real-world work experience and earning a wage while maintaining their academic responsibilities.

### **Eligibility:**

1. The student must be in good academic standing with a cumulative GPA of **3.0** or higher.
2. The student must have demonstrated a history of good behavior and adherence to school rules.
3. The student must be a junior or senior.

### **Application Process:**

1. Students must submit a written request to the school administration for approval. The request should include details of the job, hours of work, and if applicable, a statement on how the job will contribute to their personal and career development.
2. The school administration will review the request and may require additional information or an interview with the student.
3. Approval is at the discretion of the school administration and will be communicated to the student in writing.

### **Job Requirements:**

1. The job must not interfere with the student's academic schedule outside of the study hall period.
2. The job must align with the values and teachings of the Christian faith, as upheld by the school.
3. The employer must provide a safe and supportive work environment.

### **Academic Requirements:**

1. Students are required to maintain their academic performance. If a student's GPA falls below **3.0**, the work release privilege may be revoked.

2. Students must continue to fulfill all other academic requirements, including homework and exams.

**Monitoring and Evaluation:**

1. Students will be required to submit a quarterly report detailing their work experience and learning.
2. The school administration will conduct periodic reviews of the student's academic performance.

**Termination:**

The school reserves the right to terminate the work release if the student fails to comply with these policies or if the job is found to be detrimental to the student's academic performance or well-being.

This policy is designed to provide a balanced approach to work and study, allowing students to gain valuable work experience and earn a wage while maintaining their academic responsibilities. It is important that students, parents, and employers understand and adhere to this policy to ensure the success of the work release program. Please contact the school administration for any questions or clarifications.

# APPENDIX

## FAYETTE CHRISTIAN SCHOOL

### Parent/Student Handbook Agreement 2025-2026

We, the undersigned, signify that we have read the “Parent/Student Handbook” and agree to support the school by requiring our child/ren to obey all school policies and requirements. We also acknowledge that failure to maintain the agreed upon payment schedule places the privilege of attendance in jeopardy, and that all academic records will be retained at Fayette Christian School until all financial obligations are met.

The student understands that his/her attendance at Fayette Christian School signifies that he/she pledges to agreeably abide by all policies and rules set forth by the school and summarized in the handbook.

Date: \_\_\_\_\_ Signature of Student \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Student \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Student \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Student \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Parent \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Parent \_\_\_\_\_

Each student in grades 7–12 must return this form to the school office by the second Friday of school signed by both the student and the parent(s)/guardian(s).

**FAYETTE CHRISTIAN SCHOOL**

**PRESCRIPTION MEDICATION STUDENT INFORMATION  
PHYSICIAN AUTHORIZATION FORM**

Student Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

School Name: Fayette Christian School

-----**Medication Information**-----

Medication Name: \_\_\_\_\_

Dosage: \_\_\_\_\_ Route: \_\_\_\_\_

Time(s) to be Administered:

\_\_\_\_\_

Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ End Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_

Purpose of Medication:

\_\_\_\_\_

Possible Side Effects:

\_\_\_\_\_

Special Instructions:

\_\_\_\_\_

-----**Emergency Contact Information**-----

Emergency Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

-----**Physician Information**-----

Physician Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address:

\_\_\_\_\_

Physician Signature: \_\_\_\_\_ Date:

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

-----**Parent/Guardian Authorization**-----

I hereby authorize the school personnel to administer the above medication to my child as prescribed by the physician. I understand that the school and its employees are not liable for any adverse reactions or consequences resulting from the administration of this medication.

Parent/Guardian Signature: \_\_\_\_\_ Date:

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_



**FAYETTE CHRISTIAN SCHOOL  
BULLYING INCIDENT REPORTING FORM**

**Date of Incident:** \_\_\_\_\_ **Time of Incident:** \_\_\_\_\_ **Repeat Infraction?** Yes No

**Location of Incident:** (Give building and room or describe other location, or locations)

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**Name of victims:**      **Name of student(s) bullying:**      **Name of witnesses/bystanders**

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**Type of Bullying:**

**Physical: Result in injury?** Yes No

**Reported to School?** Yes No

**Reported to Police?** Yes No

**Cyber Using?** \_\_\_\_\_ texts \_\_\_\_\_ web-site \_\_\_\_\_ email

**Verbal**

**Relational**

**Behaviors:** (circle all that apply)

**Shoved/pushed      Hit, Kicked, Punched      Threatened      Stolen/Damaged Possessions**

**Taunted/Ridiculed      Intimidation/Extortion      Inappropriate touching**

**Sexual comments**

**Other:** \_\_\_\_\_

**Reported to school by:** (circle one)

Teacher          Student          Bystander          Victim/Target          Parent  
Anonymous  
Other: \_\_\_\_\_

**Description of Incident:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Physical Evidence available:** Notes      Email      Graffiti      Video/Audio      Website

Other: \_\_\_\_\_

**ADMINISTRATIVE USE ONLY:**

**Actions Taken:**

**n Consequences:** \_\_\_\_\_

**n Remediation:**  
\_\_\_\_\_

**n Parent Contact:** Date \_\_\_\_\_ Time \_\_\_\_\_ Person making contact: \_\_\_\_\_

**n Result:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_ **Reported by:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**FIVE-YEAR STRATEGIC IMPROVEMENT PLAN**  
**2025-26—2029-30**

**SAFETY AND FACILITIES**

- |   |         |
|---|---------|
| <input type="checkbox"/> Add a preschool building on site or seek off-campus facility for preschool program | 2025-27 |
| <input type="checkbox"/> Update playground equipment  | 2025-26 |
| <input type="checkbox"/> Install rubberized mulch on playgrounds  | 2025-26 |
| <input type="checkbox"/> Set up a weight room in gymnasium  | 2026-27 |
| <input type="checkbox"/> Replace school interior doors  | 2026-27 |
| <input checked="" type="checkbox"/> Paint classrooms, offices, and cafeteria/kitchen area                   | 2025-26 |
| <input checked="" type="checkbox"/> Replace white boards in classrooms                                      | 2025-26 |
| <input checked="" type="checkbox"/> Improve water access in science lab                                     | 2025-27 |
| <input checked="" type="checkbox"/> Update electrical wiring in kitchen                                     | 2025-27 |
| <input checked="" type="checkbox"/> Fix ice machine drainage issue  | 2025-26 |
| <input checked="" type="checkbox"/> Reseal and strip the parking lot  | 2025-26 |
| <input checked="" type="checkbox"/> Make improvements on soccer field                                       | 2025-26 |
| <input checked="" type="checkbox"/> Screen and refinish gym floor   | 2025-26 |
| <input type="checkbox"/> Install new floorings in downstairs classrooms                                     | 2025-27 |
| <input checked="" type="checkbox"/> Install new carpet in music room  | 2025-27 |
| <input type="checkbox"/> Update HVAC systems  | 2025-27 |

**TECHNOLOGY/COMMUNICATIONS EXPANSION**

- |   |         |
|---|---------|
| <input checked="" type="checkbox"/> Install phone system throughout church/school     | 2025-26 |
| <input checked="" type="checkbox"/> Update intercom system                            | 2025-26 |
| <input checked="" type="checkbox"/> Purchase new/refurbished laptops for classrooms   | 2025-26 |
| <input checked="" type="checkbox"/> Update Internet installation in school building   | 2025-26 |
| <input checked="" type="checkbox"/> Purchase SENSO safeguard program for the Internet | 2025-26 |
| <input checked="" type="checkbox"/> Revise and Approve Cell Phone Policy              | 2025-26 |
| <input type="checkbox"/> Contract with an IT specialist                               | 2025-27 |

**ACADEMIC EXCELLENCE**

- |  |         |
|--|---------|
| <input checked="" type="checkbox"/> Host Summer Enrichment Camps for students STEM/Reading | 2025-30 |
| <input type="checkbox"/> Investigate a Summer Day Camp Program                             | 2025-30 |
| <input checked="" type="checkbox"/> Implement curriculum mapping in all grades             | 2025-26 |

- |   |         |
|---|---------|
| <input checked="" type="checkbox"/> Employ an intervention specialist for minimal to moderate 504/IEP enrolled students | 2025-26 |
| <input checked="" type="checkbox"/> Create an intervention team to aid minimal to moderate 504/IEP enrolled students    | 2025-26 |
| <input type="checkbox"/> Explore/implement partnership with Cedarville University                                       | 2025-26 |
| <input checked="" type="checkbox"/> Institute a voluntary Summer Reading Challenge for all grades                       | 2025-26 |
| <input checked="" type="checkbox"/> Replace Iowa Testing with Ohio State Testing  | 2025-26 |
| <input type="checkbox"/> Expand curricular offerings grades 9-12  | 2025-30 |

## **FINANCE AND ADVANCEMENT**

- |  |         |
|--|---------|
| <input type="checkbox"/> Provide stipends for faculty/staff enrolled in classes, conferences, Seminars, or workshops designed to improve professional skills | 2025-30 |
| <input type="checkbox"/> Increase salaries for employees   | 2025-27 |
| <input checked="" type="checkbox"/> Establish and work with a Scholarship Granting Organization Committee  | 2025-26 |
| <input type="checkbox"/> Match fund retirement benefit, employer contribution up to \$300  | 2026-27 |
| <input type="checkbox"/> Institute a college scholarship program for FCS graduates   | 2027-28 |
| <input type="checkbox"/> Explore ways to aid in health insurance benefits for faculty/staff  | 2025-26 |

## **MARKETING/PUBLIC RELATIONS/COMMUNICATION WITH STAKEHOLDERS**

- |   |         |
|---|---------|
| <input checked="" type="checkbox"/> Increase community presence through branding and marketing strategies   | 2025-30 |
| <input type="checkbox"/> Identify FCS as THE Christian school in the Fayette County area  | 2025-26 |
| <input checked="" type="checkbox"/> Report to cooperating churches Fayette Christian School success stories—salvation decisions, awards, recognitions, etc. | 2025-30 |
| <input type="checkbox"/> Increase EdChoice awareness in cooperating churches  | 2025-26 |
| <input checked="" type="checkbox"/> Create and distribute a Volunteers Handbook   | 2025-26 |
| <input checked="" type="checkbox"/> Create and distribute a revised Athletic Handbook   | 2025-26 |
| <input type="checkbox"/> Improve communications between FCS and stakeholders through website update, newsletters, email/text system, etc.                   | 2025-26 |

## **PROFESSIONAL/STAFF DEVELOPMENT**

- |  |         |
|--|---------|
| <input type="checkbox"/> Provide preschool training for PS3 and PS4                | 2025-26 |
| <input type="checkbox"/> Promote off-site visits for faculty/staff to area schools | 2025-26 |
| <input type="checkbox"/> Employ or seek a volunteer guidance counselor grades 7-12 | 2025-26 |

**FAYETTE CHRISTIAN SCHOOL  
EMPLOYEE ROSTER**

**(In Alphabetical Order)**

Bell, Anna	Aide, PS4
Bridges, Gabriel	Teacher, HS History/Spanish
Bridges, Gabi	Aide, Floating PS3/Grade 1
Brown, Tammy	Teacher, Resource
Carver, Whitney	Office Manager
Cooper, Jenn	Intervention Specialist
Crichton, Kristin	Teacher, Grade 4
Dunnick, Katelyn	Teacher, Grade 1
Elder, Rebekah	Teacher, PS3
Fitch, Elizabeth	Teacher, MS/HS Science
Ford, Kelsy	Teacher, K5
Fuller, Brittany	Cafeteria Supervisor
Funari, Makayla	Teacher, Grade 2
Garren, Tony	Campus Pastor/Facilities Director
Grooms, Tonya	Accounts Manager
Hanusik, Joe	School Board, Chairman
Hiser, Alexis	Aide, PS4
Hook, Joyce	Teacher, PS4/Director of Preschool Instruction
Huddleson, Serena	Teacher, MS/HS 9-10 Math/Health/Life Skills
Hutchins, Don	Principal/HS 11-12 Math
Jenkins, Mary Beth	Teacher, Grade 3
Melvin, Michelle	Teacher, Music/Speech-Drama
Melvin, Rick	Teacher, HS Bible
Miller, Sharon	Assistant Principal
Morrison, Dan	School Board, Treasurer
Nolt, Mandy	School Board, Secretary
Peterson, Julie	Elementary Curriculum Coordinator
Richmond, Lauren	Aide, K5
Richmond, Mark	Teacher, Instrumental Music/PE/Athletic Director
Stewart, Jeanie	Teacher, MS/HS English
Stollings, Susan	Teacher, Grade 6
Wolfe, Rachelle	Teacher, Grade 5