



NORTH COUNTY
CHRISTIAN SCHOOL
EDUCATING FOR ETERNITY

Founded 1976

NCCS Parent & Student Handbook

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WASC
Accredited

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NORTH COUNTY CHRISTIAN SCHOOL MISSION

NCCS VISION

“Educating for Eternity: North County Christian School seeks to be a robust academy dedicated to the preparation of students for their life’s call through rigorous curricula as presented from a distinctively Biblical worldview.”

NCCS MISSION

The mission of North County Christian School is to glorify God while providing a Biblically based, Christ-centered education dedicated to academic excellence in a nurturing community.

NCCS SCHOOL DISTINCTIVES

North County Christian School exists as a robust academy dedicated to the mentoring of students to love God and others, through the power of God, in clear Christian thought and action. Our Christian mentoring encourages, protects and develops this knowledge, and these virtues and skills.

The philosophy and content of education at North County Christian School is based upon the belief that all truth is God’s truth and that it is necessary to remain faithful and obedient to His revealed truth, the Bible, and that this is only possible in the Gospel of Jesus Christ through the work of His Spirit in a community of wholehearted learners and instructors.

A Christ-centered education seeks to enhance the image of God in each student by providing subjects taught as a part of an integrated whole with the Scriptures at its center. Our students are introduced to and challenged by the great thoughts, questions and dilemmas of Western culture, in an age-appropriate manner.

Christian education offers the best possible instruction: rigorous academics, aesthetics and athletics rooted in a Christ-centered worldview, practiced in a loving, nurturing scholastic community through the supernatural work of the Holy Spirit, so that each student is better able to speak, write, reason, cipher, create and compete well both now and in the future.

NCCS PHILOSOPHY

North County Christian School equips and strengthens students by introducing them to the great thoughts, works, and dilemmas of civilization. Through this process students will understand their place within the scope of western civilization and Christian history and their direction in light of that understanding. This prepares students for tomorrow.

Most importantly, NCCS educates their students for eternity. All instruction begins with an understanding of the Bible and its truths. These are intertwined across the curriculum.

Upon graduating, NCCS students will not just be equipped with measurable technical skills allowing them to pursue their career path, but they will also have been introduced to the most important and enduring questions about the human experience. They will have important and useful knowledge, and they will have wisdom that is founded in the Christian virtues enabling their further success and development.

At NCCS, we do not see Christian education as a subset of education, but rather a more rigorous, holistic education. Trusting in God, we eagerly, humbly, and hopefully pursue the good, true, and beautiful. (Philippians 4:8)

Our philosophy of education adheres to the following precepts:

- We believe that humans are made in God’s image, and that instruction must be to the whole person: body, soul and spirit.

- We believe that the Holy Scriptures are essential to the understanding of our Western culture, from its beginning until now.
- We believe that truth is real and knowable, and not subject to historical or private interpretation.
- We believe that a liberal art, great books, biblically based education is the best way to conform ourselves to goodness, truth and beauty.
- We believe that the skills of reading and writing are best taught by reading, discussing and writing about great literature.
- We believe that sarcasm, cynicism and apathy are a detriment to the work of instruction and learning.
- We believe that students need reason, hard work and guided study to flourish, knowing that God's grace meets them in that effort.

NCCS TENETS OF FAITH

As a school we commit ourselves to the following Tenets of Faith:

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (II Timothy 3:15, II Peter 1:21).
2. We believe there is one God, eternally existent in three persons – Father, Son and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. We believe in the full deity of Christ (John 10:33) and the full humanity of Christ (John 1:14),
His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35),
His sinless life (Hebrews 4:15, Hebrews 7:26),
His miracles (John 2:11),
His vicarious and atoning death (I Corinthians 15:3, Ephesians 1:7, Hebrews 2:9),
His resurrection (John 11:25, I Corinthians 15:4),
His ascension to the right hand of the Father (Mark 16:19),
His personal return in power and glory (Acts 1:11, Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified and sanctified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone we are saved (John 3:16-19, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-10, Titus 3:5, Galatians 2:19-3:9).
5. We believe in the resurrection of both the saved and the lost; they that are saved into the resurrection of life, and they that are lost into the resurrection of damnation (John 5:28-29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, I Corinthians 12:12-13, Galatians 3:26-28).
7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14, I Corinthians 3:16, I Corinthians 6:19-20, Ephesians 4:30, Ephesians 5:18).

CREATION STATEMENT

We at North County Christian School feel a strong duty to teach Creation Science as a basis for understanding our origins. We believe in the creation of all that we know out of 'nothing.' All life is a wonderful gift from God to be respected and cared for.

A true understanding of the present world requires correlation of all the data of science within the framework of the Bible. For us this would include the following thoughts:

1. Special creation of all things was accomplished in six literal days.
2. The fact of a universal flood is shown by both biblical and geological records.
3. The fossil record and geological record of time support special creation.
4. Man's methods of dating have yielded conflicting ages and may be erroneous.

INTRODUCTION

NORTH COUNTY CHRISTIAN SCHOOL VISION STATEMENT

“Educating for Eternity – North County Christian School answers God's call to prepare our students for the world of tomorrow.”

AFFILIATIONS

Our school is affiliated with the Association of Christian Schools International. ACSI provides leadership seminars, teacher conferences and represents Christian schools in state and national issues concerning Christian education.

WASC ACCREDITATION

NCCS is fully accredited by the Western Association of Schools and Colleges (WASC). It has received a six-year accreditation term with a mid-term review. NCCS programs are judged appropriate to meet its “Expected Student Learning Goals” for our graduates. Furthermore, the school has an action plan to annually review, revise, and improve its programs.

SCHOOL BOARD

North County Christian School Board of Directors

Mr. Matt Gaughan, Chair

Mr. Tom Nearing, Member

Mrs. Amy Maskal, Secretary

Mr. Ken Baugher, Member

Ex-Officio Members of the School Board

Mr. Dan Waybright, Administrator

Mr. Ken Hutchinson, Director of Operations

Public meetings are held quarterly on the first Thursday of September, December, March, and the second Thursday of June at 6:00 PM in Room 132. Please call the school for any update on the date, time, and location. This meeting is to receive comments and suggestions; however, no action will be taken at that time. Parent and staff complaints are not appropriate and should be handled using the correct complaint procedures. Please bring any concerns at any time to the school administrator.

ENROLLMENT STANDARDS

GRADE LEVEL EXPECTATIONS

NCCS's programs are designed to prepare students for entrance into the high school of their choice. Therefore, students are expected to be able to achieve at or above grade level in all academic subjects. Assessments are used at enrollment to determine grade level appropriateness, and students too far below grade level may not be enrolled depending on the situation in the sole discretion of the school. Transfer students are expected to have maintained at least a 2.0 ("C") grade point average with no F grades. Some assistance can be provided to students who are having trouble, but special education services are not available at NCCS.

BEHAVIOR EXPECTATIONS

NCCS maintains high behavior standards. As Christians we expect students to be concerned with other's safety and comfort. We expect students to be respectful and polite. Therefore, students with poor behavior records, particularly a suspension, may only be considered for enrollment under strict conditions specified in a behavior contract. Students who have been expelled from a public or private school or who have had an inter-district agreement revoked will not be enrolled.

BIBLICAL LIFESTYLE EXPECTATIONS

NCCS is a religious institution providing an education in a distinct Christian environment, believing that its biblical role is to work in conjunction with the home to mold students to be Christ like. On those occasions in which the atmosphere or conduct within a particular home is counter to or in opposition to the biblical lifestyle the school teaches, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student. This includes, but is not necessarily limited to, living in, condoning, or supporting sexual immorality; practicing homosexual lifestyle or alternative gender identity; promoting such practices; or otherwise having the inability to support the moral principles of the school (Leviticus 20,13, Romans 1:27, Matthew 19:4-6)

ACADEMIC STANDARDS

SCHOOL WIDE LEARNER OUTCOMES – THE 5 Cs

Christ-Centered

A North County Christian School student is expected to:

- † Demonstrate Biblical literacy
- † Articulate the need for a Savior and how Jesus saves
- † Defend and promote a Biblical worldview
- † Develop and exhibit Christian character by modeling the Fruit of the Spirit

Community

A North County Christian School student is expected to:

- † Contribute time and talent to help others
- † Promote cooperation, mutual respect, and appreciation of others
- † Interact locally, nationally, and globally
- † Recognize that individual acts influence the welfare of the community

Critical Thinking

A North County Christian School student is expected to:

- † Strive for academic excellence
- † Analyze, interpret, and evaluate information
- † Create, implement, and apply appropriate strategies to solve problems
- † Work independently and cooperatively

Communication

A North County Christian School student is expected to:

- † Use oral, written, technological, and creative forms of expression to convey information and ideas
- † Comprehend and convey truth effectively as a speaker, listener, reader, writer, artist, and performer
- † Express needs in a responsible and respectful manner
- † Complete projects using a variety of resources
- † Accept constructive criticism and encouragement from others

Creativity

A North County Christian School student is expected to:

- † Discover, explore, and utilize God-given talents
- † Recognize originality and beauty in God’s creation especially in others and oneself

GRADUATION REQUIREMENTS – 8

Graduation from Eighth Grade at North County Christian School assumes the successful completion of all of the following subject areas with a minimum 2.0 GPA:

- Bible Math
- English Science
- Social Studies PE

- Electives (Study Hall—non graded)

Students not meeting this standard will not be allowed to participate in the promotion ceremony.

GRADING SYSTEM

North County Christian School uses traditional letter grades for achievement in grades three through twelve. Semester grades are recorded and used at the high school level for college entrance. Quarter grades at the middle school level are progress indicators of the final semester grade. At elementary grade levels, quarter grade report cards are issued four times during the school year. Progress reports are given halfway between each of the quarters.

A+	99-100+%
A	92-98.4%
A-	90-91.4%
B+	88-89.4%
B	82-87.4%
B-	80-81.4%
C+	78-79.4%
C	72-77.4%
C-	70-71.4%
D+	68-69.4%
D	62-67.4%
D-	60-61.4%
F	59.4% and below

The following grade point values are used to determine qualifications for honor roll in the Middle School.

<u>Grade</u>	<u>Point Value</u>
A+	4.3
A	4
A-	3.7
B+	3.3
B	3
B-	2.7
C+	2.3
C	2
C-	1.7
D+	1.3
D	1
D-	0.7
F	0

Kindergarten, first and second grades do not use letter grades. Parents will receive reports based on the student's progress toward mastery of basic skills as well as social and spiritual development.

HOMEWORK

Students are expected to do all homework assignments as a matter of good study habits. Parents have the responsibility to assist the student in his homework by providing a time and place conducive to study with a minimum of distraction.

Parents should not do the work for the student, but provide encouragement and supervision. We want to work together with the home to help students develop to their greatest God-given capacities.

The amount of homework increases with each grade. In secondary classes, teachers often try to coordinate tests to avoid conflicts but that is not always possible. The following is a guide for how much homework to expect at each grade level:

Grade K:	About 15-30 minutes per day.
Grades 1-3:	About 15-30 minutes per day.
Grade 4:	About 40 minutes per day.
Grade 5:	About 50 minutes per day.
Grade 6:	About 45-60 minutes per day with special long-range assignments such as research projects taking extra time in the upper elementary grades.
Grades 7-8:	A total of 60-90 minutes of assignments each night. Homework includes long range assignments or preparing for tests. If students wait until the project is due, the time could be much longer.

LATE WORK – SECONDARY

Late work is defined as assignments not turned in to the teacher on the due date at the beginning of class. Students are not penalized for make-up work as long as assignments are turned in within the same number of days that correspond to “excused” days absent. Work assigned during “anticipated absences” is due immediately upon return to school unless other arrangements are made in advance. Tests and work missed due to truancy, or absences without valid excuse and parental permission will not be accepted for credit. Late work not due to excused absence will be penalized according to the following policy:

Lateness	Reduce Grade by
Same day but later that day	- 5% (i.e. loss of ½ grade)
Next school day after due	- 10% Loss of one full letter grade
Two school days after due	-20% Loss of two full letter grades
Three school days after due	-30% Loss of three full letter grades
Four school days after due	-40% Loss of four full letter grades
Five school days after due	-50% Loss of five full letter grades
5 – 10 school days after due	Grading will start at a 50% so the highest possible grade is 50%.
After 10 school days past due date	Grade will be a “0” Zero

No work will be accepted after the due date on assignments that are reviewed in class. Work graded in class is not eligible for late submission.

Chronic late work may result in a lunch detention and/or parent conference to arrange a corrective plan.

Incompletes: If a major assignment or a series of assignments are late for extenuating circumstances and cannot be completed by the end of the grading period, the teacher has the option of assigning an “Incomplete” on their report card for the affected subject(s). If the incomplete work is turned in, the teacher will calculate the correct grade. If all work is not submitted within two (2) weeks after the end of the quarter, an “Incomplete” becomes either an “F” or the grade which the student would have received if the missing work were counted as zero, whichever grade is higher.

ACADEMIC PROBATIONARY STATUS

Academic Probationary status may be assigned by the administration when a student's academic work has reached the point where there is substantial doubt as to the appropriate academic progress toward successful completion at North County Christian School.

Once a student has completed a "probationary" quarter, he/she has either earned regular status by improving grades, or the student may be recommended to the school board for possible dismissal.

HONOR ROLL

Each quarter, elementary students who have excelled in their academic efforts will be named on the quarter honor roll. Secondary students whose semester average qualifies them will be honored with a certificate of achievement.

Elementary (3rd-5th Grades): (Based on seven grades: reading, writing, math, social science, science, PE, arts)

- Principal's Honor Roll: All A's
- Superior Honor Roll: A's with one B
- Honor Roll: A's and B's

Secondary:

- *Highest Honors* 4.0 or higher
- *Honor Roll*: 3.5 or higher.

FINANCIAL PROCEDURES

REGISTRATION

A registration fee is required along with the completed registration application. Payment of this fee reserves a seat for your child for the upcoming school year. The registration fee is non-refundable.

NONDISCRIMINATORY STUDENT POLICY

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

NCCS is, however, a Christian organization which believes in and uses the authority of the Bible as God's word to determine appropriate life-style behaviors which are acceptable among its students and staff.

TUITION

Tuition covers only a portion of our cost to educate your child. The Thrift Store, and other events provide additional financial support. Your support of or participation in these other sources of income is critical to keeping tuition affordable.

No student will be allowed to start a new school year with an unpaid balance from the previous year. Unpaid balances may be sent to a collection agency.

FINANCIAL AID

Financial Aid may be available for those families who are unable to pay full tuition. Financial aid is allocated first to our returning families. Assistance is given based on space availability in the classroom, financial need, longevity with the school and date of application.

Financial aid applications can be obtained online at www.cfslogin.com or from the school office. All applications must be submitted online or mailed to Confidential Financial Assessment (CFA).

Returning families must request financial aid before August 1 for consideration.

As per Board Policy, the maximum award of financial aid shall be 50% of tuition. Families may appeal to the

School Board if special circumstances require additional financial aid. The decision of the board is final.

Any applicant awarded financial aid will be in **jeopardy of losing the award** if their account falls in arrears, if the student falls below a 2.5 GPA, or if the student demonstrates poor behavior that results in a suspension.

FINANCIAL POLICY

At NCCS our goal is not only for the educational development of your student(s) but also the spiritual development and transformation of those students whom God has put into our care. Our desire is to challenge students to grow in their love of, knowledge of and service to our Lord Jesus Christ. We will seek to provide students with not only a clear model of Biblical Christianity, but also the value and necessity of living (knowing, doing, and being) a life based on a Biblical Christian worldview, applying scripture to life. In order to accomplish this, your financial commitment to this process is imperative. NCCS has financial commitments to its teachers, staff, vendors (local and national) and educational associations. It is our goal to glorify God by practicing good stewardship and being financially responsible in all aspects. Your financial commitment will enable NCCS to meet all of these described goals.

1. All tuition payments are due the first day of each month. Annual tuition is divided by 12 months for those families that pay monthly from the period July through June. 100% tuition arrangements are due July 1, (before the beginning of the school year). 60%- 40% tuition payments are due July 1, (before the beginning of the school year). and the remaining 40% due November 1, (of the current school year). The July statements will be emailed on or about June 22, (before the beginning of the school year). Statements for the following months will generally be emailed on or about the 22nd of each month following.
2. Late charges will apply to all payment plans. Payments received after the 10th day of each month will be charged a late fee of \$50.00. NCCS accepts all major credit/debit cards.
3. Arrangements can be made with the business office to have payments automatically charged to your credit/debit card account of choice on the

1st, or the 10th of each month. Authorization forms are available from the business office.

4. Preschool payments are due the first day of each month. Payments received after the 10th day of each month will be charged a late fee of \$55.00.
5. Any account that becomes 50 days delinquent for **any fees or tuition** will result in the student(s) immediate withdrawal from enrollment.
6. Applicable Lab fees (Art and Science) will be billed on the October Tuition statement, mailed on or about September 22, (of the current year), and are due and payable October 1, (of the current year).
7. Sports fees must be paid in full prior to student(s) receiving a Red Card. Student athletes will not be allowed to participate in practices or games without a Red Card. Payment arrangements for Red Cards may be made prior to a sport season but cannot extend beyond the start of the season. Accounts must be current in order for students to participate in sports.
8. Accounts past due at the end of any semester will result in student(s) receiving an Incomplete grade (I) on report cards and/or transcripts. An official grade will be recorded once accounts are brought current.

TEXTBOOKS

All textbooks and consumables must be paid in full on or before the first day of the school year in order for your child to attend NCCS.

Middle School textbooks should be purchased in August. They are the property of the student, not the school.

FUND-RAISING EVENTS

Proceeds from the annual Walk-n-Roll A Thon go to support the programs and needs of the school.

Classes, clubs or athletic teams wishing to engage in fund-raising activities must get approval from the school administrator or their designee. A group fund-raiser application must be completed, submitted and approved by the administrator at least two weeks prior to the proposed activity.

Advisors should be careful to avoid any conflict with North County Christian School's school-wide fund-raisers in timing or type of activity. Priority will always be given to the school system fund-raising activities.

AMAZON SMILE

Amazon Smile is an easy way for NCCS to receive additional funds without costing you (the buyer) anything! When you purchase from Amazon start at **Smile.Amazon.com** instead of just Amazon.com. In your Account settings, make sure to **identify your charity as: North County Christian School Inc., Atascadero CA.**

GENERAL INFORMATION

OFFICE HOURS

Monday through Friday
7:30 A.M. to 4:00 P.M.

SCHOOL HOURS

Grades K-5 8:15 A.M. – 3:00 P.M.
Grades 6-8 8:00 A.M. – 3:00 P.M.

STUDENT HEALTH AND WELFARE

The physical health and welfare of each student is of highest priority at North County Christian School. We realize that our effectiveness in teaching is largely dependent on the physical well-being of the child. Please take the initiative to keep your child at home when he/she is ill, for his/her sake and for the sake of other children. Never send your child to school with a fever, even though he/she feels fine. **Please keep your student home for 24 hours after a fever ends, or child quits vomiting.**

All entering students must be current with their immunizations. Kindergarten students should have a physical examination and dental check-up before the start of school. It is suggested that the exam be within 18 months of entering first grade. The physical exam form may be obtained from your physician.

All students entering into 7th grade need proof an adolescent whooping cough booster shot (Tdap) and be up to date on all immunizations to start school.

STAFF - STUDENT INTERACTIONS & CODE OF CONDUCT

At North County Christian School, the protecting of the child from an abusive situation is of the highest priority. We also feel that the staff of NCCS must be protected from unfounded accusation. For these reasons, the following guidelines are set forth for the safety of both children and staff. The goal is to be more than legal; we must be above reproach.

- A. Staff personnel should not be alone in a "non-observable" place with only one or two children. If unavoidable, make sure the door and window remain open.
- B. Staff helping with student clothing (i.e. torn dress, broken zipper, etc.) should be done in an

open situation with other children and/or adults in clear sight.

- C. Do not have children sit on lap of staff member. In early childhood this can be done, but must be in full sight of other children and adults.
- D. Staff should refrain from carrying children unless an emergency situation requires it. In some situations, it is best not to move children (i.e. broken bones) but seek help from the office.
- E. When helping a preschool or kindergarten child in the room's bathroom, doors are to be open.
- F. Staff should not arrange to meet a child alone outside of school.
- G. Staff should not exchange special gifts or clothing.
- H. One-on-one counseling between male staff and girl students may only be done with utmost discretion, taking into account the age of the child and must NOT be done in a totally private area such as a room with a closed door.
- I. Student initiated demonstrations of affection need to be handled with discretion such as a side hug, taking into account the age of the child.
- J. Staff must not use any form of corporal punishment in the discipline of children.
- K. Staff should not restrain a child except if there is a reasonable chance of harm to the child or others. If restraining a child, a staff person must use the utmost care in not accidentally causing physical abuse while controlling a child.
- L. Staff should not exchange emails or text messages except rarely and only related directly to school matters.

COMMUNICABLE DISEASES

Upon having the following diseases, a student must have written consent from his physician or the Health Department to readmit to school: HIV, Measles, Scarlet Fever, Mumps, or other serious communicable diseases.

A physician, the Health Department, administrator or his designee must clear a student for re-admittance following: Chickenpox, Conjunctivitis ("Pink Eye"), German Measles, Lice, Colds, Fifth Disease, Pin Worms, Pneumonia, Skin Diseases (scabies, ringworm or impetigo), Strep Throat, or Covid-19.

CURRENT COVID-19 POLICY/PRACTICES

A more detailed description of the school's current Covid-19 response is periodically updated on the school's website. Please do not hesitate to check with the school's health officer (currently Ken Hutchinson) with your questions or concerns.

NCCS students and staff are screened daily upon arrival at school with a temperature check and are asked if they are feeling well (no symptoms such as new cough, sore throat, headache, recent loss of taste or smell, vomiting or diarrhea). The key element here is that students or staff who are not feeling well need to stay home until recovered.

Under current health department guidelines, face coverings are not required on campus. Staff or students who choose to wear face coverings are fully supported in that effort.

Much effort is given toward teaching students about the importance of regular handwashing, covering coughs and sneezes, and general good hygiene.

Isolation of students and staff who are symptomatic or test positive for Covid-19 is directed by the school's health officer in accordance to current health department guidelines.

In the same way, quarantine of students or staff is also directed by the school's health officer for those who have been exposed to someone known to be positive for Covid-19.

MEDICATION NEEDED DURING SCHOOL

By state law, the school cannot administer any form of prescribed medication to students without a previously signed statement from the doctor and parents or legal guardian. A copy of this form may be obtained in the school office. The student or parent should bring the completed form and medication (in the original container) to the school office.

Students may not carry prescription or non-prescription drugs around campus or have them in their lockers at any time.

SUSPECTED CHILD ABUSE

The State of California requires all public and private schools in the state to report suspected child abuse to the proper governmental authority when there is a reasonable suspicion or a reasonable basis for believing that physical, emotional, or sexual abuse, exploitation, inadequate supervision, neglect, or other forms of abuse have occurred.

While the school is expected to communicate with parents regarding the well-being of their children, in accordance with state law the administration is placed between the parent and the state, acting on behalf of the child. The school is not required nor expected to contact parents prior to making a report to legal authorities. Appropriate school staff will make such reports in the best interests of the affected child and do not, once reasonable suspicion is established, have any legal alternative except to make the report to the proper authorities for their investigation and review.

The school may also undertake an inquiry prior to making a report to determine whether or not there are sufficient grounds to require reporting.

CONCERN/COMPLAINT RESOLUTION PROCESS

Any concerns about or problems in North County Christian School should be handled through proper channels. Such concerns or problems should be taken to the individual(s) according to the Matthew 18: 17-18 principle. We believe the Bible commands us to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church.

Initial concerns are brought to the attention of the person closest to the matter. If the matter is not resolved, it may be appealed in the following order: the Principal, the Administrator, and then the Board.

All employees and parents are Christians and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church. Therefore, the parties agree that any controversy or claim arising out on this agreement shall be resolved with the assistance of the Center for Conflict Resolution through mediation or, as a last resort, through legally binding arbitration. The parties agree that these methods shall be the sole remedy for any controversy or claim arising out of this agreement and expressly waive their right to file a lawsuit against one another or the school in any civil court for such disputes, except to enforce a legally binding arbitration decision. (See BP 4600)

WITHDRAWAL OF SERVICES BY THE SCHOOL

The school reserves the right to refuse continued enrollment (i.e. expel) of students or families for reasons that are substantial violations of the school's procedures, discipline code, moral standards, spiritual standards, lack of payment, defaming the reputation of the school, or lack of cooperation with staff. Such situations are determined at the sole discretion of the school board. Although not comprehensive, the following are examples of reasons to terminate services to a student or family:

- Misrepresenting information on the application for admission forms and/or interview.
- Unsatisfactory behavior leading to multiple discipline referrals, suspensions, or a single violation recommending expulsion as described in the school's discipline code, parent-student handbook, and/or board policies.
- Discontent and/or lack of cooperation with the school such as unsatisfactory resolution of complaint(s) or filing frivolous complaints as determined at the sole discretion of the school board.
- Becoming three or more months in arrears for tuition payments with no acceptable repayment plan as determined at the sole discretion of the school. Withdrawal from the school does not cancel existing unpaid past bills.
- A need for special academic or behavioral services that are not available at the school and are beyond reasonable accommodations of the current, regular, grade-level program.

CLOSED CAMPUS

North County Christian School operates a closed campus. Upon arriving at school, students are to remain on the grounds until properly dismissed from school. Only parents, guardian or someone authorized on the student emergency card may remove a student from school.

All students leaving campus for any reason must sign out through the office – even if the student has written parent permission on file in the office. Students must sign back in when they return to campus on the same day.

ATASCADERO BIBLE CHURCH FACILITIES USE

Students should remember that we are guests in the Atascadero Bible Church facilities. Please do not eat or drink in the stairways, restrooms, hallway, or classrooms.

VISITORS

Prospective students with their parents are welcome to visit the North County Christian School campus during the school day. Visits can be arranged through the office. Other visitors must be approved by the administration.

All visitors must register in the school office; at which time they will receive a visitor's badge. The visitor's badge must be displayed at all times during their visit. We expect that all visitors will abide by the school's dress guidelines.

CONTACTING STUDENTS DURING SCHOOL

Try to make all arrangements with your child prior to coming to school. If plans change and you must contact your child, call the school office before 2:00 P.M., and a message will be given to the child's teacher. After 2:00, the activity level in the office may prevent a message from reaching your child. If your child forgot something and it is impossible for the student to go without it such as a lunch, books, or other items.

You may leave messages with the office which will be delivered at the end of their instruction time. Messages to students *during* class time are disruptive. If it is absolutely necessary to reach your student before the end of the period, let the office know when you leave the message.

ELEMENTARY ARRIVAL AND DEPARTURE

*Arrive at school no earlier than 7:30 A.M.
Students are dismissed at 3:00 P.M. (M-Th) 2:00 P.M.
(Fridays except minimum days)*

Elementary Student Drop-Off and Pick-Up Area:
White top parking lot adjacent to the elementary campus.

5th Grade/Middle School Student Drop-Off and Pick-Up Area:
Middle School lunch and recreation area at the back parking lot of Atascadero Bible Church.

Arrival: Elementary students arriving before 8:10 A.M. should go to the designated play area, not their classrooms. On rainy days elementary students should report to the designated “rain” room (usually the library) until their classroom opens.

Dismissal: 3:00 PM (M-Th) 2:00 PM (F): Kindergarten and Elementary students are escorted to the elementary campus gate for pick-up. Staff are available to help escort students to vehicles in the parking lot. Parents may park and meet their child(ren) at the gate.

Elementary and Middle School students not picked up within 10 minutes of dismissal will be taken to Club Crusade and a charge will be made for their care.

Secondary parents should note that there is no on-campus supervision after dismissal. It should be noted that unless your child(ren) is involved in a teacher/coach supervised activity, they will need to wait in the office until their transportation arrives.

CLUB CRUSADE/KIDS KREW

Elementary children may not be on campus before 7:30 AM or after 5:30 PM, unless special arrangements with the office have been made.

NCCS offers after school supervision, Club Crusade, from class dismissal-5:30 PM for grades kindergarten through eighth. Kids Krew is available from 3:30-4:30 depending on interest (fees depend on class offerings).

The charge is \$2.50 per half hour or any portion of the half hour. After 5:30 PM the charge is \$5.00 per fifteen minutes or any portion of fifteen minutes.

Club Crusade is available for elementary students as needed by parents. Any student not picked up within 10 minutes of their dismissal time will be taken to Club Crusade. The NCCS after school program is billed to

family accounts on a monthly invoice for services used.

Elementary students may not be under the supervision of older sibling in order to forgo daycare charges. The school cannot be liable for elementary students not under the supervision of a responsible adult.

ELEMENTARY CLASSROOM VOLUNTEERS

We want to provide the best possible education for your child and your presence in the classroom can offer the teacher invaluable help. Your assistance will be most effective if you adhere to the following health and safety regulations.

Volunteers must check in at the office and pick up a name badge each time you participate in classroom activities. Please call the office or teacher when you are scheduled to come but will be late or absent.

Volunteers need to follow school dress guidelines. Since we are a Christian school, we have a special responsibility to be sure that the modesty and professionalism of our dress reflects Christian standards.

State/Federal fingerprinting clearance specific to NCCS is required prior to volunteering inside our classrooms. The school will provide necessary paper work and reimburse for costs. Tuberculosis testing is required for all parent volunteers and employees. The TB test is valid for four (4) years. A copy of the TB test must be on file in the school office prior to volunteering in the classroom.

Classroom volunteers are rarely needed or utilized in the secondary classrooms.

LUNCH

Lunches are not available for purchase from NCCS, however students can bring items from home to be microwaved in the lunch area. Items that require extra time to warm-up (ie packaged macaroni and cheese) should be dropped off at the office upon student arrival.

Please provide your student with a nutritious snack and lunch. Avoid soft drinks, candy, and other items of marginal nutritious value.

PIZZA LUNCH ON FRIDAYS

Each Friday pizza is sold for lunch. Profits benefit various class field trips or special projects at the

elementary level. An order form will be sent home with elementary students each week.

Secondary pizza sales are used to underwrite the school's field trips.

FIELD TRIPS & PARENT DRIVERS

Throughout the year, students will have opportunities to broaden their learning and enjoy activities outside of the classroom. Parents are needed to transport students to and from these activities. The following guidelines must be met before driving on a field trip:

1. There must be one seat belt for each passenger.
2. The driver must carry student emergency forms signed by the parent for each student they are carrying.
3. Each driver must provide up to date proof of a minimum of \$100,000/\$300,000/\$50,000 insurance to the school office.
4. Driver Application – each driver must complete the school driver form and it must be on file in the office.

LIBRARY

The North County Christian School library is available to students and parents. The library contains many books for adults as well as children. Books may be checked out. Parents must supervise the care of books taken home as well as encourage the reading and returning of books on time. Late fees are applicable for books not renewed and turned in late. Replacement costs will be charged to the family account for lost books.

WEEKLY CHAPEL

Wednesday chapels are designed to be an expression of worship to the Lord and to challenge students toward Godly living. Parents are welcomed to attend.

EMERGENCY PLAN: FIRE, EARTHQUAKE, OTHER

In times of emergency, the NCCS administrator has the authority to do what is necessary to protect the safety of students and staff. The administrator or principal will assign staff to perform required duties at assigned stations. The staff and students shall be constantly aware of general procedures to be followed in emergency situations.

The following types of emergencies are in our plan, have alarms, have actions and evacuation maps posted in each room, and are practiced throughout the year:

- Fires – Phone intercom will sound. Evacuate.
- Earthquake/Explosion – Duck cover in class in response to the event and then evacuate.
- Diablo Event – NCCS is the designated evacuation location for SLO Classical Academy
- Intruder – PA will give instructions to lock down the campus in response to police directions.
- Dangerous Items (like fireworks) – PA will give instructions to lock down or evacuate as appropriate.

After the buildings have been checked and found safe, an all-clear signal will be given to notify the students and teachers that they may return safely to class.

ONLINE INFORMATION AT FACTS

FACTS is an internet-based school management system that embraces the various needs of administration, staff, teachers, students, and parents.

We have set up FACTS **ParentsWeb** – a private and secure website that will allow you to see complete information specific to your child, while protecting your child's information from others. All you need is an Internet-capable computer to view information such as:

- Attendance
- Daily Grades
- Progress Reports
- Report Cards
- Transcripts
- Homework
- Missing Assignments
- Discipline
- Staff and School Directory
- Teacher Email Addresses
- Customized Web Surveys and Tests
- Other Useful School Information

How to Logon to FACTS Family Online (ParentsWeb):

(1) Write each parent's and student's email address on the school Emergency Card. The office will enter it as your login name for **ParentsWeb**.

(2) Go to ParentsWeb. You can get there from the school website: www.EducatingForEternity.org. Use the Parents menu to find the link to ParentsWeb OR do the following:

- Go to Internet Explorer and type in the address www.factsmgt.com.

- Click on “Parent Log In”.
- Log in as follows:
 1. Type in “NCCS-CA” for your School ID.
 2. Type in your email address that you provided to the school.
 - ❖ Click “Create New Parents Web Account” if you have not logged into FACTS before.
 - ❖ You will be emailed a new password within 3 minutes (to the email address you typed in, which must be the same email address that you provided to the school).
 - ❖ Type in the password assigned.
- You can access school information regarding your child on this site, as well as email the teachers directly!
- There is a video demo located on the bottom left of the main page that will assist you in learning how to use an app that is available for parents.

We look forward to your participation. Together, we can continue to improve your children’s academic development as well as communication at school and at home.

SPECIAL NEEDS RESOURCES

North County Christian School is dedicated to providing the highest quality Christian education to all our students.

If you believe your child needs special help, we suggest you begin by talking to your child’s teacher and working with the teacher and school administrator.

STANDARDIZED TESTING

The Iowa standardized test is given in the spring to grades 2-8. It is used to help identify class placement and measure scholastic achievement. The results of these tests are available to parents at the close of school in June or at the beginning of the next school year.

ATHLETICS

North County Christian School is a member of the Coast Valley Prep League for middle school sports participation open to students in grades 5-8. NCCS enjoys participating in the sports when enough interest

exists from students and their families to support a specific program such as girls volleyball or boys and girls basketball.

Student-athletes must be well enough to attend at least two of their regularly scheduled core classes in order to participate on game days. Unexcused absences disqualify students from game day participation.

ATHLETIC INSURANCE

Any student participating in athletics is **required to provide evidence of accident or health insurance**. Athletes must either (1) show evidence of their own health or accident coverage, (2) purchase a student athlete policy available from some agents, or (3) sign a waiver assuming all responsibility for coverage.

ATHLETIC ELIGIBILITY & INELIGIBILITY

The following eligibility requirements must be met in order to participate in all middle school sports.

- Eligibility Requirements: Maintain a 2.0 or higher grade point average (GPA). Eligibility will be determined on the quarterly report cards in the quarter prior to the beginning of the sport and at the following quarter(s). All athletes must also maintain appropriate behavior at school and school related activities as measured by the school's disciplinary procedures.
- Ineligibility for GPA: Students failing to meet a 2.0 GPA at the end of the quarter will be placed on Athletic Probation for the next quarter with approval of the administrator. Failure to attain a 2.0 GPA by the end of one quarter of Athletic Probation will result in Athletic Ineligibility until the student meets the academic eligibility requirements on a succeeding quarterly report card. Athletic Probation may be granted to a student only one time per academic year and for one quarter only.
- Ineligibility for an F: Students receiving an F in any subject on the quarter report card are considered ineligible until the student meets the academic eligibility requirements above on succeeding quarterly report cards.
- Ineligibility for Inappropriate Behavior: Students receiving a second referral for habitual inappropriate behavior or have been suspended two or more days for any serious violation(s) of school rules may become ineligible to participate in sports for a calendar year.

ATTENDANCE & TARDY PROCEDURES

Regular and punctual attendance is essential for success as a student. Absences interrupt the smooth and complete process of learning. We urge students and their parents to avoid making appointments that can be scheduled outside of school hours.

When an absence occurs, the student is responsible for class work and homework missed and must arrange with the teacher to make up assignments.

ABSENCE NOTES

- Students must report to the office upon returning to school after an absence and before going to class.
- Middle school students should arrive at school early enough to deliver the absence note to the office (the office opens at 7:45 A.M.). Teachers will not admit students without a readmit slip from the office.
- If a student fails to bring a note on the first day back to school, he/she will receive an “uncleared” readmit, and parents must send a note, email or call the next school day to clear the absence(s).

TYPES OF ABSENCES

AE – Absence Excused: Due to illness, bereavement, medical services, participants and siblings in school sponsored co-curricular activities and events. Any exceptions are at the discretion of the administration.

UC – Unexcused Cleared: The absence is unexcused, but the parents have notified the office that the absence was authorized by them.

AU – Absence Uncleared: Absence has not been cleared with the office by parents. The office has not determined this absence as truancy, yet.

AT – Absence Truant: Absence from school all or part of the day without authorization from parents or school authorities is truancy. **At the middle school level, truancy will result in a disciplinary action and will result in no credit for missed assignments. If deemed appropriate the Atascadero truancy officer will be informed of the incident.**

AS – Absence Suspension: School authorities hold student out of classes for disciplinary reasons. All suspensions are considered unexcused absences.

Personal or Family Days: Students are allowed personal days for family planned outings. They must be kept to a minimum to avoid serious loss to education and grades. Family Days are considered "unexcused absences" but, **students will not be held**

to the late work policy if they have followed the procedures for Anticipated Absence.

AA – Anticipated Absence:

- The student must complete an Anticipated Absence Request Form at least one day in advance of the scheduled absence and turn it into the office. This form is complete only if it has a parent signature, signatures from all affected teachers, and administrative approval.
- The student is responsible for obtaining the assignments due during the absence. All schoolwork that was assigned by the teachers is due immediately upon the return of the student and will be considered on time only if turned in at that time.
- Assignments turned in by students who do not submit an Anticipated Absence Request Form will be considered late and subject to the school’s procedure on late work.
- School approved outings are regarded as regular class sessions.

MAKE-UP WORK

- When a student misses classes because of an absence, he/she is also missing valuable classroom instruction and discussion that cannot be made up by just doing homework assignments. Therefore, teachers will hold students accountable for adequate make-up work to cover the missed instruction. Failure to complete the make-up assignments will be reflected on the student’s grade.
- When students have excused absences they will have up to the equal number of days absent to make up the missed assignments. In cases of lengthy absence caused by illness, pre-arranged absences or emergencies, students and teachers will make special arrangements for make-up work.
- Make-up tests and quizzes will be arranged through the class instructor.
- All long-term projects, book reports, term papers, etc., must be turned in on the assigned date even if the student is absent on that day. Failure to do so will subject the assignment to late work penalties. Students should arrange for a parent or friend to deliver the project to school on the due date.

- When a student attends only part of a school day or misses an entire school day but attends a school event later that day (activity, sports event, etc.), all assignments due that day are expected to be turned in as assigned.
- If the absence has been due to illness or some special emergency that has legitimately prevented the student from having the opportunity to complete an assignment or prepare for a test, the parents should submit in writing a request for special consideration to the administrator. The burden of proof is on the parent to demonstrate that an exception to the standard procedures is justified.

TARDIES TO CLASS

It is important that students at North County Christian School develop habits of punctuality. Self-discipline in this area is important to the maintenance of a healthy academic environment as well as nurturing good habits that will serve the student in their future vocation or profession. Therefore a distinction will be made between excused or unexcused tardies – all unexcused tardies are part of this policy.

Excused: Tardies due to illness, bereavement, medical services, teacher or office granted excuse or at the discretion of the administration.

Unexcused: All other tardies are unexcused.

Unexcused tardies to school at the **Elementary** level will be charged to the student's parent account as follows:

0-5 Tardies – No Charge

5+ Tardies – \$1.50 per Tardy

If 4 tardies are accumulated within a quarter, an email will be sent to the family to inform them that they will be charged \$1.50 for each additional tardy. Tardies are reset at the end of each quarter.

Unexcused tardies at the **middle school level, grades 6-8** will result in a lunch detention for each tardy after the first five and a lunch detention for each tardy after that.

This tardy policy applies to each class period of the secondary school day.

A tardy to detention will be made up, with detention minutes.

STUDENT CONDUCT

Students at North County Christian School are expected to be regular attendees at a local evangelical Christian church. North County Christian School serves a broad spectrum of churches among which there are differences of opinion as to what practices are acceptable for Christians. However, our students should conduct themselves according to the highest Christian standards of love with honesty, integrity, and responsibility toward all people.

North County Christian School is for students who are sensitive to the many principles of Christian living that are found in God's Word. The school also imposes certain specific guidelines for the conduct of students. Although such man-made regulations cannot improve upon our standing in Christ, they are helpful in providing an atmosphere in which students can learn and grow effectively.

GENERAL RESPECT & COURTESY RULES

- All adults are to be addressed as Dr., Mr., Miss or Mrs.
- Students are not to bring pets to school unless given special permission by their teacher.
- The use of gum and sunflower seeds is not permitted on campus.
- Students are not to use the classroom telephones.
- Students shall not engage in dishonesty, cheating, or plagiarism.
- Students shall not deface, misuse, destroy, or engage in theft of school property or the personal property of others.
- Students may not: haze, show disrespect, threaten, harass, humiliate, intimidate or otherwise mistreat other students, staff, or school guests.
- Students may not threaten, conspire to act, nor participate in any behaviors that may result in physical, mental or emotional harm to others.
- It is the responsibility of middle school students to have their name on all their personal belongs, including books.
- It is the responsibility of students to keep all books, notebooks and backpacks with them or in designated locations. Lockers, when available

need to be closed and locked. The school is not responsible for lost or stolen items.

Any backpacks or books or personal items left out will be subject to the following procedures:

- Safety Issues: Items should not block walkways inside or outside classrooms or other school facilities.
- Unseen but safe: Items should not be left outside on the white top playground or inside the gym after PE class, which otherwise are left at the student's risk. Please report lost items to the office as soon as possible.

Any items left outside at the end of the school day will be placed at the lost and found wall rack near the school entrance or placed inside the health check/staff room on weekends and rainy days. (Books and backpacks will be secured inside.)

GENERAL SAFETY RULES

- Special rooms (kitchen, maintenance, storage, staff room, etc.) are out of bounds for students, unless accompanied by staff member.
- Students are never permitted to leave the school grounds before the end of the school day without permission from parent or guardian. Parents wishing to have their children released during the school day must notify the office and the student must be signed-out prior to departure.
- Riding bikes or skateboards, or roller blades/skates on school grounds before, during or after school is not permitted. A bicycle rack is provided for student use behind the PE office. Students should chain their bikes to the metal rack. Students are not allowed to loiter around the bike rack area during the school day.
- No dangerous objects are allowed on campus including but not limited to all types of guns and knives or sharp objects.

ELEMENTARY PLAYGROUND BEHAVIOR

The following are NOT PERMITTED:

- Running or playing in the school walkways or classrooms.
- Unclean or abusive language or name-calling.
- Hazing (bullying) or antagonizing of others.
- Leaving playground area without permission.
- Going over the fence to get balls
- Climbing trees.
- Going into the street or parking lot to get balls.
- Hitting other students. (Tag may be played only by touching.)
- Eating snacks on playground. (Eat only in designated areas.)
- Disobeying any teacher, supervisor, or staff member.
- “Closed” games – let others play.
- Throwing trash on school grounds..
- Throwing, swinging around in a circle, or placing jump ropes around another student.
- Students are discouraged from bringing personal toys to school. If they are brought to school by your student, it is the responsibility of the student to keep track of all personal items. Toys that are unsafe will be confiscated by the classroom teacher and sent home.
- Throwing stones, dirt clods or sand on the playground.
- No running or playing on or around lunch tables.

- No electronic devices.

CELL PHONE & ELECTRONIC DEVICES PROCEDURES

Students are expected to abide by the following cell phone & electronic device use guidelines:

1. Electronic devices including cell phones, music players or electronic devices that connect to the internet must be turned off and turned into the office upon arrival and picked up at dismissal (or when student leaves campus for the day).
2. Devices seen, heard, or used in violation of these procedures will be confiscated by staff and taken to the office where it may be picked up at the end of the school day. A citation may be issued.
3. Student refusal to turn over the device after a violation will be subject to disciplinary action for disrespect for authority.
4. A second violation will require that a parent/guardian pick up the confiscated device.
5. Subsequent violations will receive disciplinary action for continued disobedience and disrespect of authority.
6. In an emergency, parents should contact the office for student notification.
7. Videos on electronic devices may not be used at school.

DISCIPLINE PROCEDURES

All discipline will be based on biblical principles of confession, restitution, apology (both private and public), swift consequences, and restoration of fellowship.

CLASSROOM BEHAVIOR

In order to maintain a classroom environment that is conducive to effective learning, teachers may establish additional reasonable standards. However, all classes will maintain at least the following standards:

- Whispering, writing and passing notes in class is unacceptable.
- Students must always demonstrate respect for and cooperation with teachers. This includes honesty, respect for others, obedience, and a general attitude of respect.
- Disrespect for others and their property will not be tolerated. Hazing (bullying) will be immediately investigated and evidence of such will be referred to the school administrator.
- Students will be on time to each class and be prepared with a proper mental attitude and all their own necessary materials.
- Students must be in seats on time according to classroom schedules or they will be considered tardy (middle school).
- Communication of any kind between students that is disruptive to the teacher or classmates is unacceptable.
- First incident of cheating, or plagiarism will be dealt with between the teacher, student, and parent. The offending student will receive a grade of “0” on the assignment and a citation will be issued. Repetitive incidents will be dealt with by referral by the school administrator.
- The use of inappropriate or foul language will be considered a citation worthy offense.
- Personal grooming is not to be done in the classroom.
- Food and drink (except water bottles) are not to be brought into classrooms.
- The teacher’s desk, briefcase, grade book, other personal belongings and work area are personal property and will be treated as such by students.

- Written classroom rules established by teachers carry the same importance as rules listed in this handbook.

MIDDLE SCHOOL LOCKER CONTRACT

Middle school students will be given the opportunity to use an on-campus locker. Before being given a locker, each student (and a parent) must read and sign a locker agreement. This agreement states that each student must keep their lockers clean, appropriate, and locked. If expected locker behavior does not occur, the student may lose their locker privilege for a week. During that time, books and personal items typically stored in a locker will need to be taken home daily, and are not permitted to be stored in any other on-campus location. After the week has expired, the student may have their locker back. If the behaviors are unchanged after numerous interventions, the student may lose locker privileges for the rest of the school year.

ELEMENTARY CITIZENSHIP PROCEDURES AND REPORTS

Elementary teachers use a classroom system to let students know about their behavior as a warning and reminder to improve. This is recorded on the Citizenship Report.

The Citizenship Report allows parents to be an informed part of the partnership in helping your child grow. Teachers will send the report home for weekly review by parents and a signature. This should not cause you or your child stress but should help you to encourage him/her about classroom behavior. Parents need to set realistic goals for each child and to remember that each child is uniquely different in needs.

MIDDLE SCHOOL LUNCH DETENTION

A lunch detention is given for a less serious disciplinary offense such as mildly disturbing class, coming to class unprepared, chewing gum, writing or

passing notes, being in an unsupervised area, eating food in classrooms, horseplay, dress code, cellphone use on campus, three or more missing assignments or other behavior that is in violation of school rules.

If a student receives five lunch detentions during a given quarter for ANY reason, each additional infraction will result in a 30 minute after-school campus clean up detention. It will begin at 3:15 and continue until 3:45. After five after-school campus clean up detentions during a given quarter, each additional infraction will result in a ½ day in-school suspension, beginning at lunch time and ending at 3:00. In-school suspensions will take place in the school office.

Parents will be notified of infractions and consequences in writing via email.

* Severe behavior violations as determined by the school administration may result in skipping any or all of the above steps in the sequence of consequences and immediately implementing a higher level of consequence up to and including expulsion.

SUSPENSION, PROBATION, AND EXPULSION

In cases of serious misconduct, the administrator may deem it necessary to bypass the referral process and immediately impose suspension and/or expulsion from North County Christian School. Examples of serious misconduct include violations such as:

- Endangering the safety of others such as intentionally hurting or attempting to hurt another person
- Threats of violence
- Theft
- Vandalism
- Violations of civil law
- Sexual immorality, harassment, vulgar acts
- Any act in clear contradiction to scriptural commands
- Possession of weapons or dangerous objects

- Possession of, use of, or under the influence of a controlled substance

Students may be subject to school discipline for serious misconduct that occurs off campus or after school hours if it is related to school activities, creates a danger to the school, or does not uphold the reputation of high standards of conduct that are expected at North County Christian School. Fairness, accountability, forgiveness, restitution, and redemption/restoration are fundamental to the North County Christian School discipline procedures. Although violations may be forgiven, they still have natural and logical consequences that are intended to teach the student appropriate behavior. However, continued or serious misbehavior may result in any of the following consequences:

Suspension: The administration may send a student home for violation(s) of the school behavior code. Suspended students are under the supervision of their parents. They may not participate in any school activities or sports on the day(s) they are suspended. School work and homework assigned on a day of suspension must be turned in upon return or the actual due date.

Behavioral Probation: Students who habitually violate the school behavior code may be placed on Behavioral Probation. Students on probationary status are warned that further major violations may result in expulsion. Probationary students are restricted from participation in any school activities or sports for 30 days from the beginning of the probation. Restriction may be extended if minor misbehavior continues. Because the school is small, probation may not be appropriate when the presence of the student is a continuing annoyance to a particular student or students.

Expulsion: Upon recommendation of the administrator, the Board will review information related to the student's behavior, attendance and academic progress. The Board may expel the student permanently from the school. Expelled students are not entitled to a return of tuition already paid.

DRESS CODE & GUIDELINES

The dress, appearance and hairstyle of the students at North County Christian School is expected to fulfill the following principles:

- Be safe
- Be neat and clean
- Be modest
- Be a positive Christian role model

These standards apply while students are on campus and school-sponsored events. Unless special dress has been specifically designated, the dress for field trips is the same as our daily dress policy.

If there is any question whether an item of clothing or hairstyle is appropriate, check with the school office before you buy or wear it.

The administration reserves the right to make final decisions in all dress standard and modesty matters.

UNIFORMS

- NCCS students are required to wear school designated uniforms Monday thru Thursday
- Fridays are “Casual Days” – clothing worn must fall within the general dress code guidelines.

What options are available for the NCCS Student Uniform?

- **GIRLS TOPS**
Pique, 3-button POLO SHIRT with NCCS school logo
Short sleeve or long sleeve
Red, Black, Grey, or White (For girls in grade 4 and above, white polo must have white camisole undergarment.)
Jumper with school logo, with polo shirt under it.
- **GIRLS BOTTOMS**
Shorts, Pants, Skirts
Black or Khaki only
Black, Khaki or White tights or leggings maybe be worn under skirts.
- **BOYS TOPS**
Pique, 3-button POLO SHIRT with NCCS school logo

- Short sleeve or long sleeve
Red, Black, Grey, or White
- **BOYS BOTTOMS**
Shorts* or Pants
Black or Khaki
* Shorts must cover some part of the knee when standing.
- **SHOES**
Athletic shoes recommended; shoes must follow current dress code.
- **OUTER WEAR**
Sweatshirt or Sweaters are permitted.
Items with NCCS Logo available online
Winter jackets are OK – must follow current dress code

Where can uniforms be purchased?

- **We will have two options for purchasing uniforms:**
- **1: Online Purchasing** is available through Lands’ End. On the internet, go to Lands’ End School Store. Search for North County Christian in Atascadero, CA. They will have a variety of acceptable uniforms pieces, including polo shirts (long sleeve and short sleeve), outerwear, and jumpers. These orders will be shipped directly to your home.
- **2: On-Campus Purchasing:** We will have a limited supply of new uniform short sleeve polos on campus to sell before the first day of school. Call the school office to check on availability and pricing.

GENERAL DRESS GUIDELINES

GRADES K THROUGH 5

- Elementary clothing must be loose fitting, neat, clean and modest, no tears or rips.
- Loose fitting means not form fitting.
- Shorts are to be mid-thigh or longer.
- Girls must wear shorts under skirts and dresses.
- No pajamas (exceptions made for specific spirit days).

- All clothing should be neat, without holes (even intentional) and not extremely worn.
- No sweat pants, warm ups, jogging suits, athletic shorts or athletic jersey tops.
- Shoes must be comfortable, appropriate, and safe for school activities (walking, running, and playing PE). Sandals must have a heel strap.
- Leggings cannot be worn alone, but may be worn under dresses, skirts and blouses which must be no shorter than mid-thigh. No Spandex-type or tight-fitting clothing. No yoga pants allowed.
- Slippers, heels, flip-flops or platform shoes are not safe or appropriate for school.
- Students may bring tennis shoes for PE. (If students are bringing shoes to change into they must be able to change their shoes independently).
- Hair must be neat and clean.

MIDDLE SCHOOL

Tops:

- Shirts with collars, blouses or knit tops/polos are appropriate and must be neat in appearance
- T-shirts must be neat; they may not be torn, frayed, faded, ill-fitting, over-sized, or have inappropriate logos or slogans. T-shirts may only be worn of Free Dress Fridays.
- Boy's shirts must be buttoned.
- No private undergarments of any variety may show.
- Girls' shirts and blouses are to be modest, not tight fitting. Modest sleeveless shirts are acceptable and must cover all undergarment straps. Straps no less than 1 inch wide.
- Shirts and blouses that expose the midriff, at any time, may not be worn.
- No lace shirts.

Pants, Shorts, Skirts, Dresses

- Students may wear modest, mid-thigh (or longer), loose fitting shorts that are neat, clean and hemmed.
- Pants are to be neat, clean, hemmed, do not sag, and do not drag on the ground. Jeans, corduroy pants, trousers or slacks are all acceptable.
- No sweat pants, warm-ups or jogging suits except at P.E. or Free Dress Fridays.
- No athletic shorts (basketball-type) except for P.E. or Free Dress Fridays.
- Girls' dresses or skirts should not be tight fitting and should be no shorter than three inches above the knee. Black, white or khaki shorts, stretch pants, leggings, bike shorts, *etc.* can be worn

under a skirt or dress, the skirt or dress length must still be no shorter than three inches above the knee (including slits).

Shoes

- Shoes or appropriate sandals with a heel strap must be worn at all times while on school grounds. House shoes or slippers, flip-flops or platform shoes are not safe or appropriate for school.
- Heels may be 2½" or lower.
- Shoes must be comfortable, appropriate and safe for school activities: walking, running, playing and PE.

General & Grooming

- Appropriate undergarments are to be worn. Undergarments may not show.
- No pajamas.
- No Spandex-type or tight-fitting clothing. No yoga pants or leggings allowed as outer wear.
- Hair must be neat and clean.
- All clothing should be neat, without holes (even intentional) and not extremely worn.
- No baggy, over-sized clothes.
- No wallet chains.
- No tattoos.
- Students are expected to be clean as to their person (hygiene) and clothing.

DRESS GUIDELINES FOR GRADUATIONS AND WATER ACTIVITIES

Homecoming, Spring Formal and Graduation

- Young ladies should not wear spandex-type, tight fitting skirts, dresses, or shirts (including tube tops).
- Strapless dresses are not allowed. Modesty is always the overruling authority. When in doubt, ask.
- Dress length may be no shorter than that allowed by the dress code for school wear.
- Pants for young men should not be either tight fitting or extremely baggy.
- Shirts with collars and ties are appropriate (sport coats are optional)
- Dress shoes are appropriate for both young ladies and young men.

Water Activities

- Female bathing suits must be one piece. No strapless swimsuits are allowed. Tankinis may be worn with board shorts as long as no midriff is exposed.
- Male bathing suits must not sag below the waist. No Speedo-type trunks for boys.
- On Water Day (Ravine) and ABDOW at the beach, flip flops, shorts (at the acceptable dress code length), and girls' straps of any width are acceptable.

CONSEQUENCES FOR VIOLATIONS OF THE DRESS CODE

Students not meeting the NCCS dress standards will need to have appropriate clothing brought to the school.

Inappropriate/immodest attire on campus is not acceptable. The following steps will be taken in regard to dress code violations.

1st Offense: The student must call home to arrange for proper clothing to be brought, or they may opt to wear clothing provided from school or another student before being allowed to return to class.

All subsequent offences: A lunch detention will be issued and parents will be called and must provide clothes from home before the student is allowed to return to class.

BELL SCHEDULES

Elementary School – Grades K-5

MONDAY, TUESDAY, THURSDAY		WEDNESDAY	
8:15	Class Starts	8:15	Class Starts
		9:00-9:40	Chapel: Grades K-5
09:55 – 10:10	Recess	9:45 –10:10	Recess
11:15 – 12:05	Lunch/Recess: Grades K/1	11:15 – 12:05	Lunch/Recess: Grades K/1
11:30 – 12:10	Recess/Lunch: Grades 2-5	11:30 – 12:10	Recess/Lunch: Grades 2-5
1:30 – 1:45	Recess	1:30 – 1:45	Recess
3:00 (2:00 Friday)	School Ends	3:00	School Ends

Minimum Day Schedule	
8:15	Class Starts
10:00 – 10:30	Recess
12:00 Noon	School Ends

Secondary Grades

Regular Day Schedule		Minimum Day Schedule	
08:00 – 08:50	1	08:00 – 08:40	1
08:55 – 09:40	2	08:45 – 09:20	2
09:45 – 09:55	BREAK	09:25 – 09:35	BREAK
10:00– 10:45	3	09:40 – 10:15	3
10:50 – 11:35	4	10:20 – 10:55	4
11:40 – 12:25	5	11:00 – 11:35	5
12:30 – 1:00	LUNCH	11:40 – 12:00	TRIBE GAMES
1:05 – 01:35	ELECTIVE		
01:40 – 02:10	STUDY HALL		
02:15 – 03:00	PE		

Chapel Schedule		Early Out Fridays	
08:00 – 08:50	1	08:00 – 08:50	1
08:55 – 10:00	CHAPEL	08:55 – 09:40	2
10:00 – 10:15	BREAK	09:45–09:55	BREAK
10:20 – 11:05	3	10:00 – 10:45	3
11:10 – 11:55	4	10:50–11:35	4
12:00 – 12:45	5	11:40 – 12:25	5
12:50 – 01:20	LUNCH	12:30 – 1:00	LUNCH
01:25 – 02:10	2	1:05 – 01:35	ELECTIVE
02:15 – 03:00	PE	1:40–2:00	TRIBE GAMES

