

Washington County Christian School
1405 Brickyard Road

Mailing Address: Washington County Christian School
1405 Brickyard Road
Chipley, Florida 32428

Office Hours: 7:30 am - 4:30 pm

Tours of the School: M - F 9:30 am - 1:30 pm

Phone: (850) 638 - 9227 or (850) 638 - 9232
(850) 638 - 9234 fax

Website: www.washingtoncountychristian.com

Email: wccs@bellsouth.net

Washington County Christian School is an active member of the Association Of Christian Schools International, a non-profit religious education association. ACSI

Washington County Christian operates under an educational nonprofit tax exemption (501C-3), not a religious exemption.

Washington County Christian School admits students of any race, color, or national 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, or national origin in administration of its educational policies, admissions policies, and athletic or other school-administered programs.

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OBJECTIVE

The primary objective of Washington County Christian School is to train the student in the knowledge of God and the Christian way of life and to give the student an excellent education. The teachers of Washington County Christian School realize the solemn responsibility before God in molding the life and character of each of their students to give a good foundation for each child's future. The well-qualified administration and faculty demonstrate a caring concern for each child under their care.

MISSION

We will partner with parents to provide Christ-centered, biblically-based K-3 thru 12th grade education to promote excellence in academics to equip students with Christ-honoring leadership skills, and develop their God-given potential which empowers them to impact the world for Jesus Christ

VISION

WCCS is committed through our mission statement to develop and graduate students who:

- Can reason critically from a biblical perspective and apply God's word in daily life.
- Are proficient in math and science
- Are appreciative of literature and the arts.
- Are skilled in reading, writing, listening, speaking and thinking.
- Have a critical appreciation of language and culture.
- Have a knowledge and understanding of history.
- Have a life long desire to learn.

BEGINNING OF SCHOOL

OPEN HOUSE

All Students
General Public.....Last Thursday in April

Annual open house is held from 5:30 - 7:00pm. Parents, children, friends, and any interested persons are invited to visit the school.

ORIENTATION.....Friday before school begins

All students in attendance on Orientation will be expected to comply with the regular school dress standards (see page 18).

Pre-K & Kindergarten will meet at 9am.
Grades 1-12 will meet at 3pm.

On Orientation Day all students, accompanied by their parents, will attend class for one hour. Important classroom information will be given. It is also a "get-acquainted" time for students and teacher. It is vital that each student be represented at this time. For those who miss this meeting, there will be a **orientation fee of \$10 per student added to your account on September 1.**

If the School office does not have a copy of your child's birth certificate, a photocopy must accompany your child on Orientation Day.

HEALTH FORM AND CERTIFICATE OF IMMUNIZATION

Florida law requires all students attending school in Florida for the *first time* to have a physical examination within the 12-month period prior to entering a Florida school. The health form is to be completed by your physician **within the 12-month period prior to entering class.**

Florida law requires a certificate of immunization for all students entering a Florida school.

If the physical examination is given outside the state of Florida, the physical examination report must be submitted to the Washington County Health Department for verification that immunization meets Florida's standards. If the physical examination is given in Florida, a Florida Certificate of Immunization from the Washington County Health Department is also required. This is obtained upon presentation of an up-to-date shot record. Immunization can be taken care of through your physician or local health department authorities.

NOTE: It will be necessary to bring your child's health reports as stated above to the office prior to Orientation Day. **No child may be admitted to class until all records are complete as required by law.**

Note for Students in 6th Grade: Every Florida student entering 7th grade next year must have proof of the following:

- *Hepatitis B---series of 3 shots over 6 months
- *Measles---second of 2 shots
- *Tetanus-diphtheria---1 booster

FIRST FULL DAY OF SCHOOL.....see school calendar

Grades 1-12

First Bell....7:55am Tardy Bell....8:00am

It is to the children's advantage for parents not to escort their child to class each morning. Ample faculty is in the hallways to direct children in finding their classrooms.

Dismissal

Grades 1-12.....3:00pm - 3:30pm

Students who are going home by car must be picked up at the above times in order to avoid undue congestion. Car students will be brought to the front walk at dismissal time. Any student not picked up by 3:30pm will be placed in extended school day and charged accordingly.

Kindergarten

Each class begins at 8am and continues until 1pm. In the morning before school, each child will come directly to his room. The children adjust more quickly if they walk into class **without** their parent. It is best to leave the child with the teacher each day. When the parent remains at the classroom, it makes the period of adjustment more difficult for both student and teacher; therefore we request that you not enter the classroom after 7:30am.

Important: Children brought to school after 8:00am must be taken to the School office.

At 12:30pm car students will be dismissed. Parents should pick their child up from the office. All Half Day students must be picked up before 1 pm.

TRANSPORTATION

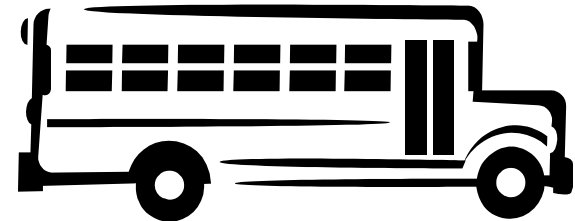
Car Students

Arrival: Enter through the East ENTRANCE and pull along the front sidewalk. We will be assisting in opening car doors beginning at 7:30 am. When stopping along the sidewalk, drop your children off and move as quickly as possible so others can drop their children off expeditiously. Do not leave your car unattended along the sidewalk where students are dropped off. When going to the office or leaving your automobile, park in available parking spaces. Students arriving after 8am must report to the office to be signed in by the parent. If a sidewalk attendant is not present then you are early or late. Do not leave you child on the sidewalk without an attendant present.

Dismissal: Students who are going home by car will be brought to the front sidewalk and must be picked up at the dismissal times listed on page 6 in order to avoid due congestion. Any student not picked up by 3:30pm will be placed in extended school and charged accordingly.

In order to provide for the safety of our students and to expedite the flow of traffic, we ask that you follow the directions of those directing traffic. Please use your automobile's turn signal to indicate when turning and remain in your automobile while in the drop off/pick up line.

Restriction on Child Pickup: If parents are divorced or separated and one parent is *not allowed* to see or pick up the child, we **MUST** have on file at the office a certified copy of the court order of Final Judgment. A student pickup card must be filled out and kept on file in the office upon enrollment. This card will list all persons with permission to pick up the student. Any individual not listed on the form will not be permitted to pick up the student (including parents). For the safety of the children, a photo ID may be requested at time of pick up.



EXTENDED SCHOOL

Kindergarten Extended School

Extended school is available from as early as 6:30am until 5:30pm for all Full Day Program students. No additional fee will be required..

Morning Transportation

You may bring your child anytime after 6:30am. When arriving between 6:30am and 7:30am, parents must walk the child into the Kindergarten building and **sign in**.

Afternoon Transportation

The child may remain at school as late as 5:30pm. Each child must be signed out by the person picking him/her up. Photo Identification (driver's license) may be checked of the person picking up the child.

Full-day children must be picked up by 5:30pm. A surcharge will be made for each 15 minutes after 5:30pm. Continued lateness in picking up children from Extended School may result in dismissal from the Extended School program.

Parents interested in the extended school **must** complete and return ES Pick Up Card before the first day of school. No child will be assigned to an early morning group or an afternoon group until this card has been completed.

Important: Parents taking advantage of our extended school program are reminded that this is available on regular school days only, not during any school holidays

Extended Morning Only: For those who need to bring their child to school between 6:30-7:30am, there is extended morning care. Half Day Program students may use this service for an additional fee.

Grades 1-6 Extended School

Extended school day is available for students in grades 1-6 after school until 5:30pm for an additional fee. Parents interested in the extended school must complete an ES Pick Up Card before the first day of school. Identification (driver's license) may be checked of any person picking up the child (including parents). Parents taking advantage of the extended school for elementary children are reminded that this is available on regular school days only, not during any school holidays. Washington County Christian School expects full cooperation from both student and parent. A student who shows repeated behavioral problems or who is continually picked up late will not be permitted to remain in extended school.

Extended Morning Only: For those who need to bring their child to school between 6:30-7:30am, there is extended morning care for an additional fee.

FINANCES

The registration fee must be paid at the time of registration and is nonrefundable and nontransferable. All paperwork and enrollment forms will be due when registration fee is turned in. For all students, prompt payments as indicated on the Financial Agreement will secure a position in the class. A late payment jeopardized such position. If any indicated deadline is not met, the student's reservation will be canceled to make room for those on waiting lists. Any prior payment is nonrefundable and nontransferable should the student cancel or be removed for such reasons.

The tuition for the school year can be divided into monthly payments. This payment plan option does not eliminate the contract obligation for a full year's tuition.

Tuition is due by the first of the month and is late if received after 4:30pm on the tenth of each month. If the tenth falls on a weekend this deadline is extended through Monday.

Financial Policies

It is policy for Washington County Christian School to make no refunds on any required fees or tuition. Payments should be mailed to Washington County Christian School, 1405 Brickyard Road, Chipley, Florida 32428. The school will not be responsible for any lost payments sent to school by a student. Please hand deliver any payment that can not be mailed. A drop box is available outside the school office for your convenience.

A financial agreement will be completed by each enrolling family. This agreement will verify the obligations of the contract for the school term.

A late fee of \$25 will be charged on any school account showing a balance of \$20 or more after the close of office hours on the tenth of the month. (When the tenth falls on the weekend, account payments may be made on Monday without receiving the \$25 penalty.) All families not making payment by the 10th of the month will receive written notification that their account is delinquent. Families with a delinquent account must contact the school by the 20th of that month to make payment arrangements for all past due charges, including but not limited to tuition. All delinquent charges must be cleared by the 30th of that month or paid within the terms of payment arrangements agreed upon with the administration, or their students will not be admitted to class (Financial Suspension). Students may return to class with permission from administration and will be responsible for all work missed. Three Financial Suspensions will result in the student being withdrawn for the remainder of the year. Any family with a delinquent account will not be allowed to re-enroll during the re-enrollment period, April 1st to May31st, nor will any school records be released until the account is current. Withstanding yearly enrollment contract is still binding even if the child does not return to school due to non-payment.

Students enrolled will owe the full school terms annual tuition. A student will be considered enrolled until the school office is notified and a withdrawal form completed.

There is a \$35 charge for all checks returned to us by your bank for any reason. If two checks are returned, the account is on a cash basis (including lunch, snacks, fundraisers, etc.). We are unable to accept postdated checks.

Washington County Christian School endeavors to keep low tuition rates for the benefit of each parent. For this reason, we conduct an annual fund-raising program and **require** each family's participation. This program helps raise additional funds needed for the designated school projects. (see Required Fundraiser Dues) The school receives no federal assistance--neither is it endowed or supported by any other organization.

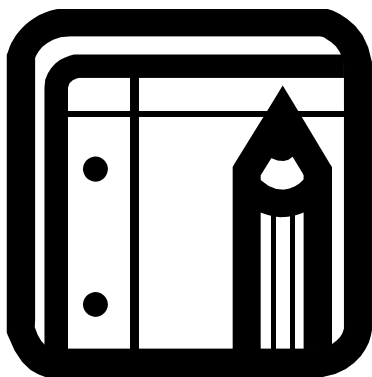
No school academic records will be released for any student when there is a balance owing on the student's account.

All extended school fees are payable prior to the services rendered. All school lunches are to be paid on a daily basis, no credits will be issued for prepaid lunch not served due to absence. All supply and book fees are included in the annual tuition cost.

All prices are subject to change without advance notice.

Important: Any student whose family account is not paid in full by May 1, will not be admitted to class on the proceeding school day. **No student will be permitted to participate in a graduation program if the family account has not been paid in full.**

Insurance: School-time accident insurance is provided as part of your tuition rate.



Kindergarten Fees

The Kindergarten tuition rates include the following:

Half Day Program	8am-1pm Daily
Full Day Program	6:30am-5:30pm Daily

(see School Fees for rates)

Kindergarten Supplies: The student tuition rate includes all supplies for the entire year. The supplies are nonrefundable and nontransferable should a student transfer to another school.

Kindergarten Graduation: The student tuition rate includes the purchase of class cap-and-gowns and necessary supplies for graduation. (No student graduates until tuition and all fees are current.)

Kindergarten with Extended School: Extended school is available 6:30am - 5:30pm for students enrolled in the Full Day Program. Extended school charges are for ten months and are including in the Full Day Program tuition rate. Students attending one day or more of any period will owe the full month's extended school day charge.

Please Note: Identification (driver's license) may be checked of the person picking up the child. Persons dropping the child off or picking him up **must** sign the child in/out. **Children must be picked up by 5:30pm. A surcharge per 15 minutes will be issued if a child is not picked up by 5:30 pm.**

Kindergarten Lunch and Snack: All students must bring their own lunch and snacks. There will be a morning snack time during school hours and an afternoon snack time during extended school hours. A school microwave is available for the warming of lunch. Refrigeration is not provided for the preservation of lunch. Place all perishable food items in an insulated cooler with an ice pack. Lunch must be brought to school with the student upon arrival. Students whom forget their lunchbox will be asked to purchase a school lunch.

There will be Hot Lunch available Monday – Friday for an additional fee. A lunch menu will be provided each Friday for the proceeding week. Lunch money must be paid the morning of the lunch. The School **CAN NOT** extend credit. This is an optional lunch, therefore students wishing not to participate are asked to bring their lunch in a lunch box upon arrival (**no** special deliveries from local restaurants or home).

If a parent wishes to eat lunch with their child, special arrangements **MUST** be made with the teacher **BEFORE** the day of expected attendance.

Grades 1-12 Fees

The Elementary, Middle, High School tuition rates include the following:

School Day Program 8am-3pm Daily
(see School Fees for rates)

A multiple student discount is also available. No relatives other than a brother or sister may be included in such a plan. (see School Fees for discount rates)

Grades 1-12 Supplies: The student tuition rate includes all supplies for the entire year. Excessive waste will deplete the student's supply and require the parents to purchase additional supplies. The supplies are nonrefundable and nontransferable should a student transfer to another school.

Grades 1-6 Afternoon Extended School: Extended school is available for students until 5:30 pm for an additional fee. Extended school is charged weekly and must be paid on the Monday prior to the services rendered. Sign up with the classroom teacher on *Orientation Day*.

IMPORTANT: Any student not signed up for extended school and not picked up by 3:30pm will be placed in extended school and charged an additional rate.

Please Note: Identification (driver's license) may be checked of the person picking up the child (including parents). The person picking up the child **must** sign him/her out. **Children must be picked up by 5:30pm. A surcharge of per 15 minutes will be issued if a child is not picked up by 5:30pm.**

Grades 1-6 Extended Morning: Extended morning is available between 6:30 and 7:30am for an additional fee.

Grades 1-12 Lunch and Snack: All students must bring their own lunch and snacks. There will be a morning snack time during school hours and an afternoon snack time during extended school hours. A school microwave is available for the warming of lunch. Refrigeration is not provided for the preservation of lunch. Place all perishable food items in an insulated cooler with an ice pack. Lunch must be brought to school with the student upon arrival. Students whom forget their lunchbox will be asked to purchase a school lunch.

There will be Hot Lunch available Monday – Friday for an additional fee. A lunch menu will be provided each Friday for the proceeding week. Lunch money must be paid the morning of the lunch. The School **CAN NOT** extend credit. This is an optional lunch, therefore students wishing not to participate are asked to bring their lunch in a lunch box upon arrival (no special deliveries from local restaurants or home).

If a parent wishes to eat lunch with their child, special arrangements **MUST** be made with the teacher **BEFORE** the day of expected attendance.

CHAPEL SERVICES

Chapel services will be held every other Friday beginning the second week of school. Guest ministers will be invited to share with the student body. Singing, pledges and prayer will be held during this time. Students will report to class as usual and be escorted by their teacher to Chapel. All students are required to attend and participate in this school function. A mission offering will be collected at each service. This offering will be used on a various mission projects throughout the year. Appropriate dress is **expected**(no casual passes accepted).

EXTRA CURRICULAR ACTIVITIES and FIELD TRIPS

All students are required to abide by all school policies while participating in any extra curricular activity on or off campus.

School dress code must be upheld. Conduct and standards required while on campus are expected at the same caliber while attending any extra curricular function off campus.

All electronic devices may be taken on such functions with administrative approval. Any questionable material (music, games, and movies) will not be allowed and will cause such devices to become property of WCCS.

School transportation will be used when at all possible. Any parents **requested** to chaperone or provide transportation must abide by all the following *Field Trip Procedures*:

1. All students must be buckled in a single seat belt and no exchanging of seats.
2. All drivers must have a good driving record, obey all traffic laws, and carry full coverage automobile insurance.
3. All drivers must stay together and take the same route to and from the destination.
4. All drivers and chaperones must remain with the class during the entire field trip.
5. All drivers and chaperones are expected to abide by proper school dress and adhere to school standards of conduct.

**No parents, siblings, or friends can accompany the classes on field trips unless specifically authorized in writing by WCCS Administration.*

GENERAL INFORMATION

Absences (Kindergarten)

The attendance of a kindergarten student is vital to the success of the program. A daily routine with consistent structure is crucial. When a child has been absent, he should bring a written excuse when he returns (parent or doctor).

Absences (Grades 1-12)

In case of absence, the parent must write a dated note to the teacher explaining the reason for the absence. This note must be sent the day a student returns from an absence.

There are no **excused** absences except for **student illness, death in the immediate family or doctor/dentist appointments**. Excessive unexcused absences may result in dismissal from school. No refunds on tuition are made because of absences.

Unexcused absentees will not be able to make up any work unless satisfactory arrangements were made with the administration before the absence occurred. Unexcused absences during final exams would lower a student's grade one complete letter.

Any student who is absent 40 days or more will not be promoted for the school year.

An excused absence will have a **maximum** of five days to make up missed assignments. It is the student/parent's responsibility to work with the teacher to see that all assignments are completed.

Family vacations and trips should be scheduled during school holiday since it is often difficult for a child to make up work missed during an absence. Should it be necessary for a student to miss school for personal reasons, **permission must be procured from the administration in advance**. It is at the administration's discretion to excused such absence.

Address or Phone Number Change

Any time an address or phone number (home or work) is changed, please notify the school office. Quick access to a parent or guardian is critical in a time of emergency.

Attendance

A student who must leave before 10 am will be counted absent for the school day. Students who leave after 11am will be counted present. Any student arriving after 11am will be counted absent.

A student leaving during a class period will not be able to procure homework assignments until the completion of class. All students leaving campus during the school day must depart via the school office.

Bad Weather Conditions

If public school closes because of hurricane or storm conditions, Washington County Christian School will close at the same time. School closing announcements will be made over radio and local television stations. Re-opening times will be the same as public school.

"A life of separation from worldly and sinful practices" has been interpreted differently by many individuals, churches and denominations. WCCS seeks to practice graciousness while maintaining high standards of personal and corporate holiness.

Bible

Bible study is recognized here as of fundamental importance and is a required subject. It augments the study of English, history, geography, and science. Without knowledge of Biblical truth, a student cannot be considered educated. The Bible gives direction for this life and the only hope for the life to come. No other book can so enrich the minds and hearts of men as "The Book of Books".

Knowledge of the Bible is one of the greatest educational assets any man can have in addition to the moral and spiritual values resulting from the study. Character development is the most important work of a school. No other course offered in the school affords the great opportunities for laying the foundation for Christian character.

STATEMENT OF FAITH

We believe:

1. That "All Scripture is given by inspiration of God" by which we understand the whole Bible is inerrant and its teaching and authority are final.
2. That the Godhead eternally exists in three persons: Father, Son, and Holy Spirit.
3. In the personality and deity of the Lord Jesus Christ, begotten of the Holy Spirit, born of the Virgin Mary, truly God and truly man.
4. In the personality and deity of the Holy Spirit, source and power of true worship and service, who indwells all believers.
5. In the unique nature of man as a moral and rational being created in the image of God, after His likeness, as stated in the Word of God; however the whole human race fell into sin in the fall of the first Adam, thereby bringing all men under divine condemnation.
6. That the Lord Jesus Christ became the sinner's substitute and died for the sins of the whole world.
7. In the bodily resurrection of the crucified body of our Lord, in His ascension into heaven, and in His present life as our High Priest and Advocate.
8. That Christ, in the fullness of the blessings He had secured by His death and resurrection, is received by faith alone and that the moment we receive Him we pass from death into everlasting life.
9. That the church is composed of all those who truly believe on the Lord Jesus Christ as Savior.
10. That all believers in the Lord Jesus Christ are called into a life of separation from worldly and sinful practices.
11. In the evangelization of the world.
12. In the personal return of the Lord and Savior, Jesus Christ.
13. That the souls of those who have trusted in the Lord Jesus Christ for salvation do at death immediately pass into His presence.
14. That the souls of the lost remain after death in misery until the final judgment of the great white throne.
15. In the reality and personality of Satan
16. That God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. That any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex. That God disapproves of and forbids any attempt to alter one's gender by surgery or appearance.
17. That the only legitimate marriage is the joining of one man and woman.

Communicable Diseases

Washington County Christian School desires to maintain a healthy school environment by institution controls designed to prevent the spread of communicable diseases. The term “communicable disease” shall mean an illness which arises as a result of a specific infectious agent which may be transmitted either directly or indirectly by a susceptible host or infected person or animal to other persons.

A teacher or administrative official who reasonably suspects that a student or employee has a communicable disease shall immediately notify the school administrator. See list of communicable diseases below.

Any student or employee with a communicable disease for which immunization is required by law or is available, shall be temporarily excluded from school while ill and during recognized periods of communicability. If the nature of the disease and circumstances warrant, an independent physician’s examination of the student or employee to verify the diagnosis of communicable disease may be required. WCCS reserves the right to make all final decisions necessary to enforce its communicable disease policy and to take all necessary action to control the spread of communicable disease within the school.

Acquired Immune Deficiency Syndrome (AIDS)	Meningitis
Aids Related Complex (ARC)	Meningococcal Disease
Amebiasis	Mumps
Animal Bite of Humans only by a potentially rabid animal	Paralytic Shellfish Poisoning
Anthrax	Pertussis
Botulism	Pesticide Poisoning
Brucellosis	Pink Eye
Campylobacteriosis	Plague
Chancroid	Poliomyelitis
Dengue	Psittacosis
Diphtheria Fever	Rabies
Encephalitis	Relapsing Fever
Giardiasis (acute)	Ringworm
Gonorrhea	Rocky Mt. Spotted R. Rickettsia
Granuloma Inguinale	Rubella including congenital
Hansen’s Disease (Leprosy)	Salmonellosis
Hemorrhagic Fevers	Schistosomiasis
Hepatitis	Shigellosis
Histoplasmosis	Smallpox
Human Immunodeficiency Virus (HIV)	Syphilis
Legionnaire’s Disease	Tetanus
Leptospirosis	Toxoplasmosis acute
Lymphogranuloma Venereum	Trichinosis
Malaria	Tuberculosis
Measles (rubeola)	Tularemia
	Typhoid Fever
	Typhus
	Vibrio Cholera
	Vibrio Infections
	Yellow Fever

DISCIPLINE

Discipline (Kindergarten)

Believing that discipline is necessary for the welfare of the student as well as the entire school, each teacher is given the liberty of making and enforcing classroom regulations in the manner which he/she feels is in accordance with Christian principles and discipline as set forth in the Scriptures.

Washington County Christian School expects full cooperation from both student and parent in the education of the student.

When misconduct occurs, teachers and staff use age appropriate positive reinforcement to change the student’s behavior and attitude. When corrective measures are necessary: time away, stern look or talk, redirection, parent involvement, and administrative visits may be used.

The booklet *Under Loving Command* and *Dare to Discipline* by James Dobson are highly recommended as helps to parents.

Discipline (Grades 1-12)

Effective classroom discipline is a necessary key ingredient for a good learning environment. Discipline at WCCS is not only to achieve this goal but also to help our students learn self-discipline and good character traits. In order to maintain a good learning environment, we expect students to conduct themselves appropriately.

The teacher is responsible to maintain appropriate classroom behavior. Certain behavior is not acceptable and will not be tolerated. The following is not a complete list but is representative of unacceptable behavior: talking without permission, not prepared for class, failure to complete assigned work, fighting, lying, stealing, disrespect, cursing, forging another’s name, cheating, deliberately damaging school and/or another’s property, refusing to obey.

Washington County Christian School expects full cooperation from both student and parent in the education of the student.

When misconduct occurs, corrective measures will be used to help the student change his/her behavior and attitude. Examples of typical corrective measures are loss of privileges, a student/teacher conference, an assigned detention, a student/ administrator conference, a parent/teacher conference and a request for corporal punishment.

Academic Improvement (Grades 3-6)

An Academic Improvement Form will be issued to any student who neglects their responsibilities relating to the academic program. This is an effort to inform each family of any decline academic performance before it becomes a problem. The student must take the form for a parent’s signature and return it to the issuing teacher. A student who fails to return the form will be assigned a detention. **See teacher for complete academic improvement details.**

Demerits (Grades 7-12)

Demerits will be issued to a student as a method of behavioral correction. Demerits are issued per offense as outlined in the following “Offenses and Corrections” section and will accumulate during a 9 week grading period. At the end of the period, any student’s accumulated demerits are reset to 0 for the next 9 week grading period.

Accumulated demerits will result in consequences in the following manner:
 Any 3 demerits in one week = after-school detention
 3 demerits in one quarter for same offence = after-school detention
 Increments of any 5 or 10 demerits in one quarter = after-school detention
 15 in one quarter = Administration will assign a 1-day suspension.
 3 *detentions* in one quarter = Administration will assign a 1-day suspension.

If behavior does not improve as a result of these consequences, the student will be issued a Student Behavioral Referral. **See teacher for complete demerit details.**

Detention (Grades 3-12)

A student assigned detention will be given a note to inform the parent, indicating that action needs to be taken at home so that the teacher’s time is not consumed with behavioral problems but rather academic instruction. This note must be signed and returned the next school day. Failure to return the signed note will result in an additional day of detention. Should a student not stay after school, this will result in a conference with the administrator and additional disciplinary action. **See teacher for complete detention details.**

Students can be suspended for an accumulation of detention and for major behavioral problems.

Suspension

Depending on the nature of the offense, the corrective action may result in suspension. Suspension is one or more full days spent on or off school campus.

Expulsion

Expulsion is a permanent termination of enrollment at WCCS. All expulsions will be issued by the Board of Directors with a recommendation from the Administrator.

Administrative Transfer

When the school feels that student/parent cooperation is lacking the student may be requested to transfer out. Also, if the behavior of the student indicates an uncooperative spirit, he may be requested to transfer.

The booklet *Under Loving Command* and the book *Dare to Discipline* by James Dobson are highly recommended as helps to parents.

Attendance at Washington County Christian School is a privilege and not a right. Students forfeit this privilege if they do not conform to the standards and ideals of work and life at Washington County Christian School.

STANDARDS OF CONDUCT

Washington County Christian School holds that the Bible is the infallible, divine Word of God and that salvation by faith in Christ is the initial step in the Christian life. There is adequate Biblical basis for the idea of spiritual growth in to the image of Christ (Romans 8:29), which is the work of the Holy Spirit (II Corinthians 3:18). This growth begins with the initial act of saving faith and continues throughout life. The Holy Spirit makes the Christian conscious of the Biblical demands for a holy life which fulfills both God’s moral law and high law of love (Matthew 22:37-39; Romans 13:8-10; Galatians 5:14). The result is a life consecrated unto God and separated from the world.

Washington County Christian School must, therefore, provide an environment conducive to the spiritual growth and development of young people who are not yet mature Christians. A standard of conduct based on the following Biblical imperatives is necessary to provide such an environment. All of the activities of the Christian must be subordinated to the glory of God who indwells us (I Corinthians 8:9, 12-13; 10:32). The Christian will endeavor to avoid practices which cause the loss of sensitivity to the spiritual needs of the world and loss of the Christian’s physical, mental, or spiritual well-being (I Corinthians 9:27).

A sense of the need for spiritual growth in the light of these principles has led Washington County Christian School to adopt the following standards which are believed to be conducive to the environment that will best promote the spiritual welfare of the student. The School, therefore, requests each student—whether at home, school, or elsewhere—

1. to maintain Christian standards in courtesy, kindness, honesty, morality, and modest attire.
2. to refrain from participating in worldly activities such as swearing, indecent language, smoking, possession or use of liquor, drugs or tobacco, gambling, sexually expressive dancing, pornography, premarital sex, homosexuality or other sexual perversions, and involvement in music and/or video, or so-called “Christian” music and/or video which contains such aforementioned content.

The selection of the restrictions mentioned in this pledge may appear arbitrary to some; but while not condemning others who see differently, Washington County Christian School believes that the restrictions named are outstanding types of conduct which are detrimental to the standards established as its objective.

Board members, faculty and students are expected to abide by these standards throughout their term, contract or enrollment whether at home, school, or elsewhere. **Board members, faculty and students** may be dismissed or expelled from school or asked not to return the following school year if he/she is out of harmony with the Statement of Faith, the spirit, or the policies of the school whether on or off property as determined in the sole discretion of the administration. Any **board member, faculty member or student** who has been arrested by authorities will be subject to administrative dismissal/withdrawal.

In this atmosphere of definite and positive Christian standards of conduct, good scholastic planning, and genuine personal interest between faculty and student, there is fine opportunity for development of strong Christian character.

DRESS CODE

Casual Dress

Mondays will be titled as “*Casual Monday*”. On this day students may wear printed T-shirts and blue-jeans. All other attire not acceptable as school attire may not be worn. No shirts with questionable writing or pictures will be allowed. Jeans must not contain holes or tears, or acid washed designs.

Fad styles or clothing which is torn or not sewn looking is **not** to be worn. All clothing must be of appropriate size and properly secured.

Sandals with straps around the ankle may be worn. **No** flip-flops (beach shoes) or slip-ons are permitted.

Kindergarten ONLY

There are no regulations concerning uniform clothing for Kindergarten; however, students are requested not to wear clothing imprinted with questionable messages, symbols, or pictures. Students may not wear thong or strapless sandals and shoes to school. No accessories may be worn that could be a distraction such as: wallet chains, multiple backpack clips, large purses, tote-bags, excessive earrings, and necklaces.

Girls should wear regular slacks, walking shorts, skirts and blouses or dresses. No midriffs, split skirts, miniskirts, or short-shorts. Dresses and blouses with no sleeves or thin straps are not acceptable. Shorts must be worn underneath skirts and dresses. No faded, acid washed jeans with holes or tears, nice loose denim is permitted. Jogging outfits and all printed T-shirts are **not** acceptable (**this includes wind suits**).

Boys are expected to wear walking shorts, slacks, and shirts. Shirts are to be tucked in. Tank top or muscle shirts are not acceptable. No faded, acid washed jeans with holes or tears, nice loose denim is permitted. Jogging outfits and all printed T-shirts are **not** acceptable (**this includes wind suits**). Boy’s hair should be neatly and evenly cut and not call attention to itself(e.g. unnatural coloring, length below neckline/eyebrows, Mohawk or shaved designs). Earrings or visible chains are asked not to be worn to school.

(Uniform attire is optional for the kindergarten program.)

Grades 1-12 ONLY

This school believes it is necessary to dress appropriately and modestly at all times. To maintain consistent dress standard, uniform clothing will be required for grades 1-12.

No accessories may be worn that could be a distraction such as: wallet chains, multiple backpack clips, large purses, tote-bags, excessive earrings, and necklaces.

Any student arriving at school with inappropriate attire will be removed from class until proper clothing can be acquired.

SEE SCHOOL UNIFORM INSERT FOR DETAILS

Girls are expected to wear casual uniform skirts, skorts, or shorts of knee length. Casual *uniform* slacks of solid color, button, fly, with standard pockets. A collar blouse, polo of any color or print and a T-shirt with the school embroidered logo are permitted. **All other types of clothing are not acceptable**. All dresses with length of knee or longer and having sleeves may be worn. No leggings and short skirts. No sleeveless blouse or dress will be permitted. No flip-flops or slide-on shoes are permitted. All shoes must contain a complete back or strap around the ankle. Shirts must be tucked in and buttoned. A belt must be worn. Hair should be evenly and neatly cut and not calling attention to itself(e.g. unnatural coloring). Other forms of clothing types, not of uniform design, will not be permitted as acceptable school attire (e.g. stretch/waste band slacks, flair/bell bottom pants, ruffle or collarless blouse, designer fashion skirts, thigh or above knee length skorts/skirts/shorts, denim in **any** form, riveted/ casual jeans or Capri pants). **Uniform design clothing only.**

Boys are expected to wear casual uniform pants or walking shorts of solid color, button, fly, with standard pockets. A collar shirt, a polo of any color or print and a T-shirt with the school embroidered logo are permitted. **All other types of clothing are not acceptable**. No flip-flops or slide-on shoes are permitted. All shoes must contain a complete back or strap around the ankle. Shirts must be tucked in and a belt worn. Hair should be evenly and neatly cut and not calling attention to itself(e.g. unnatural coloring, length below neckline/eyebrows, Mohawk or shaved designs). Clean shaved, no facial hair. Earrings and visible chains are asked not to be worn to school. Other forms of clothing, not of uniform design, will not be permitted as acceptable school attire (e.g. multi pocketed pants or shorts, shorts of extreme length, excessively large shirts, denim of **any** form, riveted/casual jeans and camouflage clothing or shoes) **Uniform design clothing only.**

We ask that students refrain from wearing current trends in fashion which set a very casual environment that often carries over into the learning atmosphere.

Cold Weather Clothing worn for the purpose of warmth carries basic shirt restrictions. Jackets, sweatshirts, sweaters or other types of overcoats with printed design cannot be worn. These clothing items are to be worn during outside activities **ONLY**. Hooded sweatshirts, zippered or pullover are **NOT** allowed to be worn inside the classroom.

The school administration reserves the right to initiate policies on new fads and changes in style during the school year.

Holidays

See school calendar for a complete listing of school observed holidays.

Washington County Christian School meets the net number of school hours required by Florida state law for all grades.

Illness

For the welfare of your child and others in the school, all children who are sick (includes fever, diarrhea, vomiting) **must** be kept at home. It is recommended that a student be fever free and/or administered antibiotics for 24hrs before returning to school. When the child is well enough to participate in a normal school day, please send the students with a hat, coat and other necessary items as an aid to the prevention of future illness. The class will participate in outdoor activities each day when weather is permitting. All students attending **must** participate in such activities.

Lost and Found

Articles are taken to Lost and Found located outside the school office. Misplaced articles must be redeemed within five days. Unclaimed Lost and Found articles will be donated to the local Goodwill monthly. Misplaced articles may be redeemed daily before and after school hours.

Medication

If a student is to take **any medication** (Tylenol, cough drop, cream or prescription drugs) while at school, it must accompany an *Authorization for Administration of Medication* form. This form is available in the school office. All medications must be properly labeled, in its original container, and submitted to the office for distribution. The medication will be secured in the school office and dispensed according to the doctor's or labels instructions. Medicine **must** be properly labeled. If your child requires medication during school hours and we do not have a signed authorization, it will be necessary for you to stop by and personally give it to him. Teachers cannot be held responsible for carrying out these duties. **DO NOT SEND MEDICATION TO SCHOOL WITH YOUR CHILD. HAND DELIVER ALL PRESCRIPTIONS OR OVER-THE-COUNTER MEDICATIONS TO THE SCHOOL OFFICE.**

Notes

When a parent sends a note with a kindergarten child, it should be placed inside the lunchbox or where visible by the teacher. "Note Enclosed" should be written on the outside of the envelope. The teacher will **NOT** be held responsible to search through the student's backpack each day for a note.

Parent Teacher Meetings

Parent Teacher meetings are held following each nine-week period. At the end of each nine-week period, report cards are sent home on Wednesday. Parent Teacher meetings are always scheduled the Thursday after report cards from 4- 6PM. Every **parent** is requested to attend visit the teacher for the benefit of his/her child. (Childcare will not be provided)

Patriotism

"Patriotism is an inner feeling that is difficult to define; for each of us it has a different meaning and each of us meets it with a different emotional reaction--a feeling of pride, gaiety, a lump in the throat and a tear in the eye, a swelling of the chest and a quickened breath, a fierce desire to battle for that which we believe, and even the dedication of one's life to a cause. Where and when these feelings begin, we do not know, but we feel that the school should play an important part in developing patriotism in all its aspects. The small child is just beginning to have feelings of loyalty and pride, and these will grow best in an atmosphere of love and security, in aroused interest and broadened fields of knowledge, in chances to work with others, and through good examples in everyday living."(Excerpt from *Planned Patriotism*.)

Programs--Grades 3-12: The students will present an annual musical program demonstrating their abilities and talents sharpened in music classes during the school year for the benefit of parents and interested friends.

Reenrollment

During the months of April and May, presently enrolled students may enroll for the fall term without a late penalty. Washington County Christian School admits students of any race, color, or national 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, or national origin in administration of its educational policies, admissions policies, and athletic or other school-administered programs.

School Conferences

Please feel free to consult with the teacher or school office regarding any problems or questions that concern your child. It is the desire of the administration and faculty to be of service to both parent and student. WCCS teaches welcomes a visit from any parent. Due to the sensitive nature of the discussions in a conference, we request that all meetings be parents/guardians and teachers only.

We do urge, however, that such conferences be made by definite appointment with the teacher at a convenient after-school hour. If you need to talk with a member of the faculty, please call the school office between 8am and noon. Your call will be *returned* as soon as possible after school. Please do not disrupt class time by talking to your child's teacher in the classroom doorway. The best form of communication is through note.

Sending Money to School

Money should always be sent in a sealed envelope with the following information on the outside:

1. Child's name
2. Amount (and purpose)
3. Teacher's name

Student Driver

Junior and Senior High students with a valid driver's license are permitted to drive to school. No student shall be permitted to drive any car or motorcycle on the school grounds at any time without a valid driver's license. Vehicles must be licensed and insured. The school is not responsible for the vehicle or its contents. All automobiles must be registered in the office. Students must provide the office with valid driver's license, proof of insurance and registration. The WCCS Vehicle Registration Form is available in the school office. It must be completed and turned in to the office prior to parking a car on campus during the day. Sitting in parked cars before, during, or after school is not permitted. Students are not to enter the parking areas during the school day without permission from a teacher. Students must park within the designated area. Student vehicles are subject to search if there are reasonable grounds to believe that drugs, alcohol, stolen property, or other contraband might be present in that vehicle. No driving another student's car. No student may ride in another student's car without written permission from the parents of the passenger and the driver, which must be turned into the office. Students may not drive on field trips or other school events scheduled during the student's school day. Students shall check out in the office if they need to leave for illness or other emergency after parental permission is given. Juniors and seniors may leave campus to attend dual enrollment courses. Seniors may leave to eat lunch and must sign out and back in the office. Students may not bring back food for other students without prior permission from the appropriate teacher. Students who continually break the vehicular rules may lose the privilege of bringing a car on campus.

Tardiness

Being tardy is disruptive to the classroom and also has an adverse effect on your child's educational progress. Parents are encouraged to assist in making sure that students are prompt in arriving to school.

Any student arriving after 8:00 am must come through the school office and obtain a tardy slip. No excused tardy will be issued with the exception of illness or medical appointments. When a student is marked with an unexcused tardy four days in any grading period, it will be marked as an unexcused absence. The student may be asked to make up work missed. A tardy due to road construction will be counted as a "traffic tardy". When a student accumulates four or more traffic tardies in any grading period, it will be marked as one unexcused tardy.

Telephone Use

Students are not permitted to use cellular phones at school. Any such device used during school hours will be subject to being confiscated as school property. All device must be stored in the student's locker or backpack. Students may not keep a phone within their clothing or desk. Students or parents may use school telephones in case of emergency. The school office will deliver any information necessary to be communicated during the school day.

Textbooks

The *A Beka Book* curriculum and textbooks, written from a Christian perspective, are used. Each student must furnish a backpack to carry his/her textbooks. Book fees are included in the annual tuition rate.

Visitors

Parents are requested to stop by the office if they need to leave something for the student or teacher. If a student may need to be picked up before 3pm, parents must report directly to the school office. Do not go to the classroom, as this interrupts the teaching. Office personnel will gladly be of service to you.

Withdrawals

All withdrawals from school must go through the school office. Any parent not signing a withdrawal form in the office will be charged for the remainder of the school contract year regardless of due reason. ALL withdrawals will need board approval to waive the full 10 month contract period. All records will be mailed to the students enrolling school upon school request. No academic records will be released to the parent.

ACADEMIC INFORMATION

Transfer Students--Grades 1-12

All incoming students are given an entrance examination at the administration's discretion. Should the student's accomplishments (as shown by the test) be on the grade level to which the student has been promoted, the student will be admitted to such grade. It is the policy of the school to place transfer student, whose accomplishments do not meet the grade level to which promoted, in the prior grade. Students whose current work is not satisfactory may be asked to transfer out

Homework

Believing that homework is an integral part of the school program, each teacher is at liberty to give homework to aid the students to advance in their studies. Therefore, each student is required to complete his homework assignments on time. Homework is given for several reasons.

1. **For reinforcement:** We believe that most students require adequate review to master material essential to their educational process.
2. **For practice:** Following classroom explanation, illustration, and review of new work, homework is given so that the material will be mastered.
3. **For remedial activity:** As instruction progresses, various weak points in a student's grasp of a subject become evident. Homework following instruction is given to overcome such difficulties.
4. **For special projects:** Book reports, compositions, special research assignments, and projects are some of the activities that are frequently the subject of homework attention.

We do request parents' full cooperation in seeing that the assignments are completed. No excuse will be accepted for non completion. Consequences will be issued. Failure to complete homework will affect the student's daily grade. Repeated delinquent homework could result in a student's suspension.

See below chart for approximate time a student should spend on nightly homework assignments:

Grade 1	30 minutes	Grade 4	50 minutes
Grade 2	40 minutes	Grade 5	60 minutes
Grade 3	45 minutes	Grades 6-12	90 minutes

(These above times are only estimates and do not include additional study time)

Report Cards and Progress Reports

Kindergarten will receive report cards at the end of each nine-week period. These reports are just for the parents information and has no bearing on the promotion of the student.

Grades 1-12 will receive report cards at the end of each nine-week period. Biweekly reports will be sent home after two weeks of classroom attendance between report cards, showing the pupil's grades. The report cards and biweekly reports are due back the next day bearing the parent's signature.

Important Notice: Final report cards will be mailed upon completion.

Last Day of School

All students are dismissed at 12 noon on the last day of school. **See school calendar. All students must be picked up by the above time, NO extended school will be provided.**

GRADUATION

Kindergarten

The Kindergarten 5 class will present a program consisting of a demonstration of grade academics and a play for the benefit of parents and interested friends. Commencement Exercises will also be conducted. **See school calendar for date and time.**

Senior High

Commencement Exercises to honor the graduating senior class will be held at a local church in the Spring.

High School Banquet

A dinner banquet will be held in the Spring for Grades 9-12. Student will participate in various fundraisers to raise funds for this event.

Awards Ceremony

Kindergarten 3 – Kindergarten 5: A special day of celebration will be held for WCCS family and friends of the "K" students. Each student will be presented with various academic, character and spiritual awards of achievement. **See school calendar for date and time.**

Grades 1-12: A day of celebration will be held for WCCS family and friends. Each student will be presented with various academic, character and spiritual awards of achievement. The students in Grades 5, 8 and 12 will be presented with special awards of completion. **See school calendar for date and time.**

Casual Day

Mondays will be titled as "*Casual Monday*". On this day students may wear printed T-shirts and blue-jeans. All other attire not acceptable as school attire may not be worn. No shirts with questionable writing or pictures will be allowed. Jeans must not contain holes or tears, or acid washed designs.

All other school days, students are expected to abide by complete dress code.

Birthday Parties

To reduce classroom distraction in the school program, we ask for parents to refrain from having your child's birthday party at school. Sharing a special snack during recess would be an ample jester on this special day. To reduce the chance of offending classmates, we ask that any invitations to be distributed at school must include one for each of the classmates. If certain students are only invited, such invitation will not be allowed distribution at school.

Sports and Cheerleading

Boys and girls middle school basketball will be offered during the winter months based on student participation. Grade and academic requirements must be maintained in order to participate.

Girls middle school volleyball will be offered during fall months based on student participation. Grade and academic requirements must be maintained in order to participate.

Cheerleading will be offered during the winter months based on student participation. Grade and academic requirements must be maintained in order to participate.

Soccer: an effort is being made to begin an intramural elementary soccer program at WCCS. Students in Kindergarten - Grade 5 will compete for seasonal school titles.

Flag Football: an effort is being made to begin an intramural elementary flag football program at WCCS. Students in Kindergarten - Grade 5 will compete for seasonal school titles.

