

## ***The Philosophy of Fredericksburg Christian School***

The philosophy of Fredericksburg Christian School has been developing since 1979 when three small classes, housed at the First Christian Church, accommodated 30 students. Since that time, it has come into sharper focus as we have seen God provide “abundantly above all we ask or think” and teach us the daily lessons we need to learn.

Fredericksburg Christian School is the initial ministry of a larger non-profit organization, known as Fredericksburg Christian Services, Inc., which seeks to serve the local Christian community. It is a Protestant school, presently accredited by the Association of Christian Schools International (ACSI) through the 12<sup>th</sup> grade. (John 17:17)

### Mission Statement

FCS is an evangelical, non-denominational school, dedicated to a strong academic program with Christian character and biblical truths integrated into every area, in order that students develop a lifelong Christian worldview.

At the very heart of our philosophy is the conviction that God’s Word is completely true and speaks to every area of our lives today. We are constantly checking our instruction, our discipline, and our way of interacting with one another against the Bible and working toward a more biblical approach.

The “heart and soul” of our program is not our textbooks, but our teachers. We seek teachers who are strong biblical role models, solidly committed to Jesus Christ and well-prepared to communicate God’s love and principles for living (Ephesians 4:11-13). Secondly, we are building a faculty that has the necessary academic certification and the skills to effectively teach in each appropriate instructional area. God has blessed us with a team of people who care deeply about each other and about maintaining a loving, family atmosphere (Deuteronomy 6:1-9, Ephesians 6:4, Proverbs 22:6).

We recognize that parents bear the primary role of training their own children. At school, the teacher stands in place of the parent. Therefore, the school and home need to work closely together in order to function as partners. This necessitates frequent communication between staff and parents. These discussions should reflect an openness to deal with both positive and negative factors and be characterized by a spirit of Christian love. We aim to be sensitive to the home backgrounds of each student and to build up the authority of parents in the eyes of their children. We focus on fundamental truths from God’s Word, leaving more specific doctrinal questions for parents and their churches to provide training in those areas. It is our ultimate goal that each family be Christ-centered and active in their own local church.

What will ultimately determine the success of the school, however, is not the size of its enrollment, or even its accreditation, but whether what is accomplished is done “to the glory of God” (1 Peter 4:11). If God, rather than men, is served and exalted, then students and teachers will be seen as unique, very special creations of the LORD. They will learn to

seek a closer relationship with their Creator and be equipped to serve Him all their lives. There is no greater challenge for Fredericksburg Christian School.

### **Statement of Faith**

We believe the following truths are central to a Christian education, and it is our desire to “bring them alive” in the entire school program:

God is the Creator and Sustainer of all things and the source of all truth (Psalm 104, Colossians 1:15-17).

Man was created in God’s image, but chose to rebel against God. His rebellion brought all men under the dominion of sin (Genesis 1:17, Romans 3:23).

God provided a means of regenerating man and restoring them unto Himself. He sent His son, Jesus Christ, to be the sacrifice for that sin. Therefore, each student is encouraged to receive Christ as his or her personal Savior and as the LORD in his life. (Proverbs 9:10) As a broad faculty which represents a variety of Protestant backgrounds, we believe our unity is found in the Person of Jesus Christ whom we see as “the way, the truth, and the life,” according to John 14:6. Man’s eternal salvation is solely dependent on Christ’s all-sufficient work on the cross (Ephesians 2:8-9, Titus 3:5).

The real Teacher in our lives as believers is the indwelling of the Holy Spirit by whose work Christ-like character is developed. An important part of our curriculum emphasizes the development of biblical character qualities (Romans 8:26-30, Galatians 5:22).

The Bible is the authoritative, inerrant, sufficient Word of God. It permeates our academic teaching, since all truth is seen ultimately as God’s truth (2 Timothy 3:16-17, 2 Peter 1:21). For example, history is viewed as “His story,” the workings of a sovereign, omnipotent God. Science is the study of His marvelous world, created by Him; and of man, who was created in His image. Each academic area is looked at within the perspective of His Word and with the ever-present questions, “What is God’s way in this?” or “What does God have for us to learn and apply?” Christian textbooks are utilized as much as possible to help us maintain this perspective.

### **Objectives**

#### *SPIRITUAL AND MORAL OBJECTIVES*

1. To teach the Bible as God’s inspired Word and as completely true (2 Timothy 3:16).
2. To win students to a saving knowledge of Christ as Savior and LORD (John 3:16, John 14:6, 2 Peter 3:9).
3. To develop a respect for God’s authority and the authority of parents in students’ lives (2 Peter 2:17, Ephesians 6:1, Hebrews 13:17).
4. To develop a desire to know what the Bible teaches and to establish the habit of daily “quiet time” (Colossians 3:16).

5. To assist students in beginning to integrate biblical truth into each academic and extra-curricular area and eventually into each area of their lives (Proverbs 1:7, Philippians 4:8-9).
6. To teach students the biblical mandate for the structure of the nuclear family and the distinct roles of males and females in the family (Genesis 1:27, Matthew 19:4-5, Ephesians 5:3).
7. To inspire students to live by the Spirit, becoming witnesses of God's saving grace and channels of His love and mercy to the world around them (Mark 6:15, Acts 1:8).

#### *ACADEMIC OBJECTIVES*

1. To realistically tailor instruction to the academic level on which each student is functioning and to help them progress as far as their potential will carry them (Proverbs 22:6, Colossians 3:23-24, Hebrews 10:24).
2. To provide for the education and training for a wide spectrum of students (Matthew 11:4-5, John 9:3).
3. To give particular attention to language arts skills so that students can read and communicate well and to develop a command of mathematical skills (Mark 16:15, Ephesians 4:15, 1 Peter 3:15).
4. To teach an appreciation of God's world, and the care of His natural creation, so that students will develop a deep interest and love for the people and cultures of the world (Psalm 19:1, Romans 1:18-20).
5. To teach critical thinking skills so that students can evaluate, discern, problem-solve, and make wise biblical judgments (Philippians 2:3-8, 4:8-9).
6. To develop creative abilities and a love of the fine arts (Colossians 3:16, Ecclesiastes 3:11).
7. To develop disciplined study habits and a desire to continue learning all through life (Romans 12:1-2, 2 Timothy 2:15).
8. To help students appreciate God's Word as their most basic life textbook (Philippians 2:16).

#### *SOCIAL & PERSONAL OBJECTIVES*

1. To enable each student to see himself as a unique, very special creation of the Lord, with gifts and abilities to be developed and utilized to the fullest (Psalm 139:14, Luke 12:48).
2. To help students understand that God is at work in the lives of believers, to conform them to image of His Son, and develop Christ-like character qualities (Jeremiah 9:23-24, Romans 8:29, Ephesians 4:11-13).
3. To develop the concept that we are one in the Spirit with other believers and to instill the desire to maintain that oneness (John 17:21, Romans 12:3-6, Ephesians 4:12).
4. To teach that our responsibility is to love others in word and deed because "God first loved us" (John 13:34-35, Mark 13:3).

5. To develop proper attitudes toward siblings and parents and a commitment to eventually establish their own God-centered homes (Genesis 2:24, Deuteronomy 6:6-7).
6. To develop good habits of politeness and courtesy toward others (Ephesians 4:29, 32).
7. To teach the responsibilities of living in a democratic society, contributing to others with a servant-spirit, and being good stewards of all that God has given us (Luke 20:25, Ephesians 4:15-16).
8. To encourage physical fitness, good health habits, and wise use of our bodies as temples of God (2 Corinthians 3:16).

#### *GUIDELINES FOR TEACHING BIBLE*

Our goal as we teach Bible is to create a thirst for the Word of God—Jesus Christ (the Living Word) and the Bible (the written Word). The following guidelines are used in our classrooms:

1. Present the major, indisputable doctrines of the Bible boldly (i.e. sin, salvation, and the deity of Christ).
2. When subjects arise on which born-again believers differ (such as modes of baptism, tongues, baptism of the Holy Spirit, healing, etc.) be certain to explain that various views exist. Rather than present personal convictions on the matter, let Scriptures speak for themselves and encourage students to study what the Bible says. Pray the Holy Spirit will give them understanding according to His perfect timing. We believe our role is to teach only the essential doctrines of absolute truth. We do not force personal convictions in other areas or individual doctrines on students (1 Corinthians 8:9, Colossians 3:11, Romans 14:3).
3. Remember that though we teach, it is the Holy Spirit who actually does the teaching. The Holy Spirit is truly at work when Jesus Christ is exalted. As such, it is our goal to center on the person and work of Christ (John 16:3, 14).

It is our privilege to share God's Word with young people and to live it before them. It is our joy to see them drawn by His great love and enter into a personal relationship with the Savior!

## *A Message From the Principal*

Welcome to a new school year! Fredericksburg Christian School offers an education with a distinctive purpose. Our goal is to not only impart knowledge, but reveal God's love through biblical values and living. This handbook is your source of information regarding our standards and guidelines. There are four major principles behind our policies:

### *BIBLICAL ABSOLUTES*

We believe God's laws are an aspect of God's love. The direct commands of God in the Bible are to be part of the student lifestyle. These commands are absolute and do not vary with time, culture, or interpretations. For example, stealing, drunkenness, dishonesty, cheating, occult practices, pre-marital sex, adultery, and transgender or homosexual behaviors are forbidden, and the promotion of any of these activities is prohibited. Attitudes such as lust, hatred, rebelliousness, and jealousy also displease God. Although our handbook deals primarily with behavior, we are also very concerned about attitudes and motivation.

### *BIBLICAL PRINCIPLES*

God's Word teaches us principles, the application of which can vary with time, culture, and interpretations. It is our responsibility to decide on a lifestyle that will be moderate in our culture and supportive of biblical principles. For example, we have established a moderate dress code, applying principles of modesty and appropriateness (1 Timothy 2:9).

### *ADMINISTRATIVE POLICIES*

In cases where Scripture does not provide specific instruction, the administration establishes common sense policies to ensure fairness, maintain order, uphold academic standards, promote the general welfare and safety of our students and staff, and aid in effective administration. These guidelines in no way represent a standard of spirituality.

### *PERSONAL RESPONSIBILITY*

We believe each student should take responsibility for the decisions they make both on and off campus and take pride in themselves and our school. This includes driving to school in a safe manner, arriving to classes on time, and conducting themselves with integrity at all times. Students are expected to respect their classmates, families, and above all, to honor our Lord Jesus Christ.

The faculty and administration have a deep sense of responsibility and commitment for our students' total growth. Faithful adherence to school standards is a matter of personal honor and obedience to God-ordained authority (Hebrews 13:17).

To avoid confusion and reduce the potential for conflicts, please read this handbook as a family. Consult it regularly as a point of reference. This will provide a solid opportunity to prevent problems before they arise.

Please keep our program, faculty, and staff in your prayers. We praise God for His faithfulness over the years, and we have seen Him accomplish more than we would have dared dream. As our school continues to grow and mature, we pray that FCS will maintain our standard of spiritual and academic excellence, and it is our heart's desire to build relationships for eternity with your family.

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## **Communication**

Maintaining clear and open lines of communication is absolutely essential to the effective ministry of Fredericksburg Christian School. So much goes on each and every day, and we make every effort to keep you informed. Our faculty and staff also welcome your questions and feedback. We encourage you to stay in close contact with your child's teachers and make us aware of any concerns so that they can be addressed.

### **Family Contact Information**

Please help us serve you better by keeping your contact information (address, phone numbers, email addresses) up to date throughout the year. At the beginning of each school year, we ask all families to review their Family Demographic Form (located in the RenWeb parent portal under "Web Forms") to verify their information, and update as needed. In addition to general contact information, you can also specify your directory and alert preferences, update emergency contacts, and add or edit student medical information. If your information or preferences change during the school year, simply access the Family Demographic Form again, and make the changes.

The information in RenWeb is used across all campuses to help us communicate important information, contact you in an emergency, and notify you of unexpected closings and delays. Please help us provide you with complete and timely information by keeping your profile current. If you have any questions, please contact the office, and we will be happy to assist you.

### **Online Resources**

We are pleased to provide a variety of online resources, and we hope you will take advantage of these valuable communication tools on a regular basis.

#### *RenWeb*

[RenWeb](#) is a vital online tool and our primary means of conveying important school, class, and student information to our families. The information is only made available to school families, so be sure to set up an account, and log in regularly for announcements, events, calendar items, student assignments, student progress, and other news and resources.

#### *Email*

Teachers and office staff frequently use email to communicate with school families. Please be sure the email address we have on file for you is up to date. Some email filters automatically classify incoming mail with multiple recipients as "Junk," so if you do not receive regular emails from FCS, please check your Junk folder, and mark messages from FCS as "safe."

#### *Social Media*

Be sure to "Like" our [Facebook](#) page and follow us [Twitter](#), [Instagram](#), and [Pinterest](#) to view feature stories and photos from all three of our campuses. It is not necessary to create

an Instagram account to view the feed. While events and news items are often posted on social media, please consider RenWeb your primary and complete source for the latest news and information.

## **Report Cards**

Report cards are emailed to parents and students four times a year at nine-week intervals. Numeric grades are displayed for all academic classes. For non-academic classes, students may be awarded a simple passing grade (“P”). Our grading scale can be found under “Academics.”

Report cards will also reflect an effort grade for each quarter. Effort grades are highly regarded as an indication of a student’s work habits, overall attitude, and willingness to learn. Please refer to the grading scale for an explanation of effort grades.

## **Conflict Resolution**

On the basis of the principles set forth in Matthew 5 and 18:15-17, we strongly believe that when one has been offended, has offended another, or has a concern of any kind, that person should go immediately to the person involved to reconcile the matter in the spirit of Christian love.

We have seen relationships restored and new relationships develop when these principles are practiced between parents, students, and staff members. Parent partnership is key to the mission of FCS, and we are committed to maintaining these relationships by confronting and resolving conflict with a loving spirit.

When concerns or disagreements arise, parents are asked to immediately discuss the issue directly with the teacher, coach, or staff member, and refrain from discussing the matter with other parents, faculty, or students. If the matter is not resolved after speaking directly with the party involved, we encourage you to contact an administrator.

## **School Information**

In a school the size of FCS, written guidelines are foundational to the proper functioning of the program. Please contact the principal if you would like to review curriculum materials, financial reports, accreditation reports, etc.

## **School Grounds**

### **Security**

#### *Exterior Doors*

All exterior doors will remain locked during school hours. Please ring the buzzer located at the front entrance (far right doors on the front of the school building). Office staff will only open the front door after clearly identifying the individual ringing the buzzer. Please be sure you are facing the security camera, and wait for office staff to answer you on the

intercom. Shadows and sunlight frequently affect the quality of the image on our monitor; please be prepared to identify yourself.

### *Drills*

Emergency evacuation, lockdown, and tornado drills are conducted on a regular basis, and we are constantly reviewing and updating our emergency procedures.

### *Emergencies*

In the event of a lockdown, evacuation, extreme weather, a regional event or emergency, or other unusual activity on or around campus, parents will be notified as soon as possible or practical. Our primary methods of notification are via RenWeb parent alerts and email. Information may also be posted on the FCS website, Facebook, and Twitter. Please be aware that not all of these methods are practical or advisable in every situation.

Parents are welcome to pick up their students (or give permission for student drivers to leave) whenever they feel safety dictates. In the unlikely event that circumstance prevent parents from picking up their children (e.g. an incident near a parent's location or restrictions put in place by local authorities), please know that we will keep your child safely at school with teachers and administrators for as long as it takes you to get to campus (even if it means late into the night).

## **Parking**

### *Reserved Spaces*

All numbered spaces in the parking lot are reserved. Please do not block the spaces, especially during morning arrival when the parking lot is particularly congested. Parents visiting the school or dropping off items should park in the spaces marked "Visitor" directly in front of the school building.

### *Student Drivers*

Students who wish to drive to school must first register their vehicles in the school office and present a valid driver's license. Registration forms are available in the office or online. A \$20.00 fee (assessed annually) must accompany the form. *Students who have not registered their vehicles with the office are not permitted to drive to school.*

Permission to drive to school is extended to the driver only. If a student will be transporting other students to school, each parent must submit written permission. Students traveling to athletic events are expected to ride the bus with the team.

In the interest of order and safety, the following rules will apply:

- Students may only park in their assigned spaces. Cars may not take up more than one space, and students may not park in spaces marked "Visitor" or "Reserved" or in handicapped spaces.

- Upon arrival, students must report directly to the Auxiliary Gym or homeroom. Sitting in cars or standing around the parking lot is prohibited. Students may not return to their vehicles without a parking lot pass (available in the office).
- Students are not permitted to leave campus until the end of the school day, unless special arrangements have been made with a school administrator (see additional requirements for leaving early under the “Attendance” section).
- Loud music playing from cars is not permitted on campus at any time.
- Upon dismissal, students must go directly to their cars and depart. Students may not loiter in the parking lot or drive around campus.
- Extreme caution and reduced speed must be exercised in the parking lot at all times.
- Students are not to allow other students to drive their cars on campus.

Driving to school is a privilege that may be suspended or revoked at any time if rules are not obeyed. Frequent tardies may also result in a loss of driving privileges. Fines and penalties may apply for speeding on school property, improper parking, or reckless driving.

### **Visitors and Volunteers**

All visitors and volunteers must sign in at the school office. Prior students who wish to visit during the school day must make arrangements with the principal at least one day in advance. Visitors are restricted to the lunch period unless special circumstances are involved. All visitors are expected to abide by school rules and adhere to the non-wardrobe dress code. Individuals picking up students may be asked for photo identification.

### ***Unexpected Closings & Delays***

Please be aware that we do not necessarily follow the closing/delay schedule of other schools in the area. Because we have many students who live a considerable distance from our various campuses, we must consider the weather in multiple counties when making the decision to close, delay, or dismiss early. Please also remember that snow and ice are not the only occurrences that can affect our school schedule. Storms, power outages, and lockdowns are just a few examples of events that can occur at any time. Please do not wait until snow season to set your RenWeb parent alert preferences.

### **Means of Notification**

In the event of an unscheduled early dismissal, delayed opening, delayed dismissal, or school closing, parents will be notified via a RenWeb parent alert. **Since RenWeb is the primary means used to convey important school information, it is vital for all school families to keep their profiles up to date.** To verify and/or update your contact and alert preferences, log in to the RenWeb parent portal and access the Family Demographic Form located in “Web Forms.”

## **Unscheduled Delayed Opening**

When school is delayed by two hours, the Upper School building will open at 9:30 a.m. The bell schedule for a delayed opening is included on the Bell Schedule available in the RenWeb parent portal under Resource Documents.

## **Unscheduled Early Dismissal**

In cases where it becomes necessary to dismiss early, it is important for all students to be picked up as quickly as possible so that our staff members have time to get home before road conditions become unsafe.

## **Parent Responsibility**

Working parents are asked to have a plan in place for those occasions when school dismisses early or opens late due to the weather or some other unforeseen event. Please have arrangements in place in advance for someone to pick up your child in the event you are unable to get here in a timely fashion.

Parents may call to give permission for students who drive to depart early if they feel safety dictates.

## **Arrival & Dismissal**

The safety of our students, parents, and staff is very important to us. Please partner with us in making safety a priority by remaining alert and following the instructions of the staff members directing traffic. Use of mobile devices is prohibited in the car line during arrival and dismissal. Be sure to keep the crosswalk clear at all times, and model good safety habits by always using the crosswalk to approach the building on foot. Please keep the line moving, and do not park along the front curb at any time.

### **Arrival**

Doors open at 7:30 a.m., and traffic supervision begins at 7:45 a.m. Please plan to arrive no later than 7:55 a.m. to give your student ample time to make it to homeroom by 8:00 a.m. Students arriving before 7:50 a.m. must report *directly* to the Auxiliary Gym. At 7:50 a.m., students may proceed to their lockers and homeroom. Students must be in homeroom no later than 8:00 a.m.

During arrival, please pull along the front curb in a single lane, and follow the directions of the staff members on duty. If you have items to unload, please park in one of the spaces marked "Visitor" so that we can keep the arrival line moving. **Please do not park in or block any of the numbered spaces.**

### **Dismissal**

Students are dismissed at 2:48 p.m. on most days (this time varies slightly on Chapel and Delayed Opening days—please refer to the bell schedule available under Resource Documents). Please plan to arrive no *earlier* than 2:45 p.m. to minimize congestion in the

parking lot. Please follow the directions of the staff members directing traffic, and start a double line at the crosswalk. The double lines will feed into a single line along the front curb. Please ask your children to be on the lookout for your vehicle. It may also be helpful to tell your student approximately what time to expect you. Keep in mind that dismissal lines usually thin out by 3:15 p.m. If your schedule allows, you may want to plan on arriving around that time.

All bus riders are required to know and abide by the bus rules. Bus riders will be provided with the bus rules, and parents and students must sign and return an agreement form.

Due to the numerous after-school activities in the lives of high school students, it is not possible for staff to monitor the various transportation arrangements for every student. Transportation arrangements for high school students are left to parents.

With the exception of organized athletic and club activities, all students must exit the building no later than 3:15 p.m. There is no supervision for students after 3:30 p.m. Students who are not involved in an organized after school activity must be picked up by 3:45. Students may not be in the building unsupervised.

### **Early Dismissal Days**

Please check the school calendar (located in the RenWeb parent portal), and make note of any Early Dismissal days. On Early Dismissal days, **all** students are dismissed at **noon**.

Please be aware that Early Dismissal days are planned to allow teachers and staff time for in-service training and work days, and these are often located off-campus. Staff members are not available to supervise students after dismissal.

## **Academics**

### **Graduation Requirements**

Students may elect a general or advanced course of studies. The requirements for each diploma are outlined in the following tables. *Students who completed their freshman year prior to the 2016-2017 school year are exempt from the Fine Arts requirement.*

*General Diploma*

<b>Subject</b>	<b>Credits</b>
Bible	4
English	4
Social Studies	4
<ul style="list-style-type: none"> <li>• World Geography</li> <li>• World History</li> <li>• US History</li> <li>• American Government/Economics</li> </ul>	
Math	3
Laboratory Science	3
Physical Education/Health	2
Fine Arts Elective	1
Other Electives	5
<b>Total Units</b>	<b>26</b>

*Advanced Studies Diploma*

<b>Subject</b>	<b>Credits</b>
Bible	4
English	4
Social Studies	4
<ul style="list-style-type: none"> <li>• World Geography</li> <li>• World History</li> <li>• US History</li> <li>• American Government/Economics</li> </ul>	
Math (Alg. 1, Geometry, Alg. II or higher)	4
Laboratory Science	4
Physical Education/Health	2
Fine Arts Elective	1
Foreign Language (3 yrs. of 1 or 2 years of 2)	3
Other Electives	2
<b>Total Units</b>	<b>28</b>

**Promotion Requirements**

Certain requirements must be met before a student may graduate from FCS. Students must earn a minimum number of credits to progress to the next grade. The minimum credit requirement for each grade level is shown below:

<b>Year Ending</b>	<b>Minimum Course Credits Earned (cumulative)</b>
9 <sup>th</sup> grade	5
10 <sup>th</sup> grade	11
11 <sup>th</sup> grade	18

If a student fails to achieve the required number of credits, they will be assigned a homeroom in the next grade level the following year, but may not take subjects on a higher grade level. An administrator must approve credits earned outside the normal school day/year. Plans for such courses must be made jointly with the student, parents, principal, and coordinating school representative.

### **Minimum Credits**

Students must take a minimum of six full-credit classes each year in order to be considered a full-time student.

### **Advanced Coursework**

High school students can earn college credits through a variety of independent studies, work-study programs, advanced placement courses, and dual enrollment programs. These programs of study are available with the recommendation of the academic advisor, guidance counselor, principal, or teacher and must be coordinated with the academic advisor. These programs are best suited for students who work well on their own or who have particular vocational interests and abilities.

#### *Advanced Placement Program*

Advanced Placement courses provide qualified students with an opportunity to do college-level work while still in high school. The courses are available to highly motivated students who receive recommendations from previous teachers and have qualifying PSAT scores. Upon completion of an AP course, students may take the nationally-administered exam in May, and may, based on their score, receive college credit or advanced standing for each course taken. FCS offers the following AP courses:

#### **Classroom**

AP English Language & Composition  
AP Biology  
AP Calculus AB  
AP Calculus BC  
AP Studio Art  
AP Government  
AP US History

#### **Sevenstar**

AP Art History  
AP World History  
AP Microeconomics  
AP Macroeconomics  
AP Chemistry

#### *Dual Enrollment*

The dual enrollment program is designed to offer students of all academic levels the opportunity to broaden their learning in areas of specialization. There are three major areas:

- **Collegiate:** We currently offer Chemistry (in partnership with Germanna Community College) and English (in partnership with Richard Bland College).
- **Technical or Professional:** Coordinated courses of study for qualified students who may be enrolled in a local community or 4-year college. This may or may not include specialized work-study in the corresponding course work. This option enables a student to gain advanced standing in identified programs at the college level.
- **Specialized Vocational:** Coordinated courses of study for students who are enrolled in either college preparatory or career-oriented vocational classes. These courses are coordinated with local public schools during the students' junior and senior years. During the senior year, students who have maintained at least a "B" average in the course work are accepted into the work-study program.

## Grading Scale

### *Academic Grades*

<b>Letter Grade</b>	<b>Numeric Scale</b>	<b>4.0 Scale</b>
A+	98-100	4.5
A	93-97	4.25
A-	90-92	4.0
B+	87-89	3.5
B	83-86	3.25
B-	80-82	3.0
C+	77-79	2.5
C	73-76	2.25
C-	70-72	2.0
D	65-69	1.0
F	64 and below	0
P	pass	

### *Effort Grades (assessed quarterly)*

- |   |  |
|---|--|
| 1 | <ul style="list-style-type: none"> <li>• demonstrates exceptional effort</li> <li>• displays a keen interest in the subject matter</li> <li>• completes work in a timely fashion</li> </ul>  |
| 2 | <ul style="list-style-type: none"> <li>• demonstrates average effort</li> <li>• contributes only what is essential or required</li> <li>• occasionally turns in careless or late assignments</li> </ul>  |
| 3 | <ul style="list-style-type: none"> <li>• puts forth minimal effort in class</li> <li>• consistently turns in late and/or incomplete assignments</li> <li>• displays poor work habits</li> <li>• displays consistent lack of interest and effort</li> </ul> |

## Transcripts

Transcripts contain the numeric grades and credits earned from each semester, beginning in 9<sup>th</sup> grade and continuing through graduation. Students begin with a “clean slate” in 9<sup>th</sup> grade (except for courses taken in 8<sup>th</sup> grade for high school credit). Students who transfer in grades and credits from the previous school will be entered based on the respective school’s scale. Grades and credits from previous schools are factored into grade point averages and class rankings. Transcripts are frequently requested by colleges and prospective employers. Attendance records are often requested as well.

## Grade Point Average (GPA) and Class Rank

Most colleges and many prospective employers request students’ GPA and rank in class. The GPA is calculated by converting grades to a 4-point scale using the scale provided under “Academic Grades.” Only courses taken for high school credit are included in the GPA calculation.

### *Weighted Courses*

The following courses are awarded a higher value weight in calculating a student’s GPA:

AP English	+1
Pre-Calculus	+0.5
Calculus	+0.5
AP Calculus	+1
AP Biology	+1
Honors Physics	+0.5
Advanced Bible	+0.5
AP Studio Art	+1
Dual Enrollment Chemistry	+1
Honors French III	+0.5
Honors French IV	+1
Honors Spanish III	+0.5
Honors Spanish IV	+1
AP Government	+1
AP US History	+1
Dual Enrollment-Honors English 12	+1

### *Repeated Courses*

When a course is repeated, only the highest grade earned is used in calculating the GPA, and only the credit received for the highest grade will be awarded. However, all grades remain on the transcript.

## Student Work Load

The number of tests, quizzes, or major projects due on any given day will be limited. The following quiz/test schedule has been established to prevent overloading students on any given day.

Monday	English, Social Studies, Computer, Drama
Tuesday	Science, Math, Foreign Language
Wednesday	Bible, English, History, Math
Thursday	Science, Foreign Language
Friday	Bible, Social Studies, Art, PE, Music, Math

Students are responsible for keeping up with assignment due dates and scheduled tests and quizzes. Parents and students are encouraged to check RenWeb regularly to assist them in staying on track.

### **Homework**

Students are expected to keep up with all assignments. Students may choose to keep a written list or use various iPad apps. Assignments will also be posted in RenWeb.

The following penalties will apply to any work turned in late:

one day late	grade reduced by 20%
two days late	grade reduced by 50%
three or more days late	a grade of "0" for the assignment

All assignments must be completed regardless of lateness or whether credit is given.

### **Physical Education (PE)**

Students enrolled in PE are required to wear their PE uniform and athletic shoes for class. Students not prepared for PE will not be permitted to participate. Lack of participation due to inappropriate dress or footwear will negatively affect the student's grade.

Parents may request that their child be excused from PE for temporary illnesses or injuries for a maximum of five consecutive school days. A physician's note will be required if a student cannot resume normal activities after the five-day period.

### **Drop/Add Policy**

While parents and students are advised to select classes according to their preferred program of study, we realize that some students may not succeed in all areas. Students may drop a course and add another to accommodate this situation. Students may drop a course through the end of the fourth week of school. Yearlong courses that are dropped prior to the deadline will not show on the permanent transcript. Courses dropped after the deadline will appear on the transcript as "Withdrawal-Pass" or "Withdrawal-Fail." Students may only drop a course under individual advisement. A Schedule Change Worksheet (signed by a parent) must be submitted to the guidance counselor for review and approval.

Students who drop a class will be assigned another class in its place. Class selections will be based on a student's need and class availability. The decision will be made based on the recommendations of the academic advisor and/or principal. No assistant work (office

assistant, teacher assistant, library assistant, etc.) will be assigned for credit after the first quarter. If no available classes are available, a study hall will be assigned unless the student is a senior and must have a credit to graduate. Only one high school credit will be awarded for assistant work.

## Exam Exemptions

All students in Grades 9-11 (and 8<sup>th</sup> grade students enrolled in high school courses) who earn a 90% or above for the year in any class will be exempt from the final exam in that class. For weighted classes, the threshold is an 83% for a full-weighted class and an 87% for a half-weighted class. Seniors who earn an 88% or better for the year in any class (80% for full-weighted classes and 85% for half-weighted classes) are exempt from the final exam in that class. At the principal's discretion, students who are frequently tardy or absent may be required to take the final exam, regardless of the academic grade earned.

## Honor Roll

Students may qualify for one of three honor rolls each quarter:

Superintendent's Honor Roll	all As in all classes; only 1s and 2s for effort
Principal's Honor Roll	all As and Bs in all classes; only 1s and 2s for effort
Founder's Honor Roll	all 1s in effort

## National Honor Society

Sophomores, Juniors, and Seniors are eligible for membership in the National Honor Society (NHS). To be considered, a student must earn a minimum GPA of 3.8 and also be enrolled in FCS one semester prior to induction.

The process for acceptance is as follows:

- Eligible students are evaluated by their teachers in the following areas:
  - **Character:** the ability to behave with honesty and truth, comply with school rules, and respect others and their property
  - **Leadership:** support of school activities, influencing peers to uphold standards, and demonstrating a positive attitude
  - **Service:** demonstrating helpfulness, cheerfulness, and dependability; serving as an ambassador for the school; working well with others and being involved in outside activities (church and/or community)
- The faculty council (consisting of five teachers who are appointed by the principal) meet and discuss students listed.
- Final approval of nominees by the principal

Upon induction to the NHS, students must abide by the requirements specified in the bylaws in order to retain membership. Parents may request a conference if they have questions regarding the NHS.

## **Fredericksburg Christian High School Scholars**

Students who obtain a 4.0 GPA for three semesters are recognized as FCS Scholars. Academic letters are awarded upon qualification, and pins are awarded thereafter.

## **Honor Graduates**

Students who demonstrate academic excellence throughout their high school years earn an “honor” distinction for graduation. There are two categories of honor graduates:

- **Distinguished Honor Graduates:** students who earn an overall GPA of 4.0 or better
- **Honor Graduates:** students who earn an overall GPA of 3.8 or better

Effort grades and demonstration of Christian character will also be taken into consideration in determining qualification for these honors.

## **Valedictorian and Salutatorian**

The Valedictorian and Salutatorian are determined by overall GPA. Students must be enrolled in FCS for both 11<sup>th</sup> and 12<sup>th</sup> grades to be eligible for these honors.

## **Academic Probation**

Students who display a lack of academic progress or effort may be placed on academic probation. Progress will be reviewed at the end of each quarter (more frequently, if necessary) to determine whether the probation will continue. Enrollment may be withdrawn for students who continue in a negative pattern of performance.

New students and students who return after a lapse of enrollment at FCS of one year or more are considered probationary for the first semester of enrollment.

## **Academic Requirements for Participation in Athletics & Extra-Curricular Activities**

Participation in athletics and other extra-curricular activities is encouraged. However, it is important that these endeavors do not interfere with the academic progress of students. The athletic director and/or guidance counselor will evaluate academic performance midway through each quarter (more often, if necessary). A “D” average in any course will result in one penalty point, and an “F” carries a two-point penalty. Students who accumulate 3 or more penalty points may not participate in extra-curricular activities until the grade(s) improve. Athletes may practice three times a week, but may not participate in any games or travel with the team. The timing of reinstatement will be determined by the principal and/or athletic director.

## **Math Courses**

Students who do not earn a final grade of 80 or higher in any math course may be required to repeat the course the following year.

## **Eligibility for Senior Trip**

Participation in the senior trip is contingent upon a student being in good academic standing. Any student failing a required course at the end of the third quarter may be excluded from the senior trip. The privilege *may* be reinstated if/when the grade is raised to passing.

## **Attendance**

### **Tardiness**

#### *Tardy to School*

Students are expected to be in homeroom by 8:00 a.m. Students arriving after the 8:00 a.m. bell, but before the conclusion of homeroom (8:10 a.m.) will be recorded on the tardy log and given a pass by one of the staff members on duty.

Students who arrive after 8:10 a.m. must come to the office to sign in and must be accompanied by a parent or note (from a parent or doctor's office). Alternatively, parents may call or email the office when a student will be tardy.

If a student is late due to illness, family emergency, or an appointment, the tardy will be entered in our attendance records as excused. All other tardies are generally considered unexcused, this includes finishing homework or sleeping in after a late game or other school event. No tardies will be excused, regardless of the reason, without a doctor's note **or** parent note, email, or phone call.

Students will be notified when they have accrued three unexcused tardies to school in a single quarter. Students accumulating four unexcused tardies to school in a single quarter will be assigned an in-school suspension. Each additional incident during the quarter will result in an in-school suspension.

#### *Tardy to Class*

Ample time is given for students to move between classes. Tardies to class will generally be unexcused. Should a student be held by a teacher after the normal class period, the teacher will provide the student with a pass to the next class.

Students will be notified when they have accrued three unexcused tardies to class in a single quarter. Students who are tardy to class after the warning will be assigned after-school detention.

### **Leaving Early**

Please try to minimize the need for your student to leave school before the end of the day. If a student must leave before the end of the school day, they are still responsible to turn in assignments due that day before they depart.

When picking up a student before dismissal, please report directly to the office to sign out the student. Students will *not* be called out of class before parents have arrived. If your student is returning to school the same day, please be sure they check back in upon arrival.

If someone other than a parent or carpool driver will pick your student up, please notify the office in advance. Individuals picking up students may be asked for photo identification.

Students who drive are **not** permitted to leave campus without a note, email, or phone call from a parent. Students **must** sign out, and, if they return, must sign back in. These records are vital tools that help the faculty and staff track student whereabouts and are also referred to when determining whether a student will be permitted the privilege of making up work. Students who do not follow the proper procedure will be considered truant and may not be permitted to make up missed assignments.

Students who have study halls at the end of the day may sign out early on a regular basis with parent permission. The office must have a note or email from a parent on file in the office *before* the student can begin signing out. The note must include the student's name, days/periods they are permitted to leave early, the effective dates, and a parent signature. Students **must** sign out and may **not** sign out before the designated class period.

Students may not call home to ask permission to leave early without **first** getting approval from the principal. Students who are ill must report to the clinic before contacting parents.

## **Absences**

Good academic performance in school requires regular attendance in classes; please make attendance a priority. Should it be necessary for your child to miss school, please notify the *office* (not the homeroom teacher). To report an absence, parents may email Mrs. Corbeau at [tcorbeau@gofcs.org](mailto:tcorbeau@gofcs.org) (preferred), call the school office, or send in a note. Alternatively, students may present a note from a doctor's office or court official.

Family pleasure trips during the academic year are discouraged. However, if you do plan absences during the school year, please advise your student to coordinate directly with his or her teachers at least one week in advance to request work. Missed work is due upon return to school, and the late work policy will apply to any assignments not turned in on time.

Students who participate in athletics or other extra-curricular activities must be in attendance at school in order to participate in practices, games, rehearsals, or other events. Students who attend fewer than half of their classes on any given day are not eligible to participate in athletics or extra-curricular activities that day. Exceptions will be considered on a case-by-case basis.

Please do not schedule trips, doctor's appointments, etc. during standardized testing.

### *Make-Up Work*

In the event of an unexpected absence, students should consult RenWeb for any missed assignments and are encouraged to email their teachers directly if they have any questions.

For every day a student is absent, two days will be given to make up assignments. It is the *student's* responsibility to coordinate make-up work with individual teachers (including class work, homework, quizzes, and tests). Quizzes and tests may be made up after school, during class or study hall, or during lunch, as time permits. In the event of an unexcused absence, points will be deducted for any missed or late work.

If a student is absent on a day prior to an assignment due date, the assignment will be due upon the student's return to school. The late work policy will apply.

If a student is absent on a day a project is due, every effort should be made to turn the project in on the due date. Projects not turned in on time may be subject to a reduction in grade, according to the late work policy.

If a student is absent on the day prior to a quiz or a test, but was aware of the upcoming quiz/test, the quiz/test will be given when the student returns to school. Exceptions may be made if the student was extremely ill and unable to study. If a pattern of absences prior to tests develops, students will be referred to the principal.

Students who will miss class due to a school-related event (athletics, clubs, field trip, etc.) should coordinate with teachers to turn in any work due that day prior to departing and be sure to complete any missed assignments before returning to school.

Students who arrive to school late are responsible for any assignments, projects, quizzes or tests due that day.

### **Required Days**

Students who miss more than 15 class periods in a semester class or 30 class periods in a year-long class may jeopardize successful completion of the academic year. This includes classes missed due to coming in late or signing out early. In such cases, an administrative committee will meet with the student and family to determine a course of action.

Similarly, if a teacher feels the academic progress of a student has been hindered by excessive absences, a conference will be held.

### **Code of Conduct**

Our emphasis at FCS is on positive character building and preventative discipline within a structured, caring environment. We strive to instill and reinforce biblical character qualities, including respect, tenderheartedness, forgiveness, courtesy, self-control, and other virtues that are rooted in Scripture. In addition, we seek to encourage good study habits, positive attitudes, and responsible behavior in our students.

Students are expected to observe school rules at all times during the school day, while participating in before and after school activities, and during field trips and other school functions. Depending on the seriousness of the offense, students who violate the code of conduct are subject to dismissal from FCS.

While we cannot anticipate every circumstance, the following rules have been established as a basis for acceptable student behavior:

- Respect is to be shown to fellow students, teachers, administrators, staff members, coaches, bus drivers, and visitors at all times. Students are to address faculty and staff by their last name, preceded by the appropriate prefix (Mr., Mrs., Miss, etc.).
- Students are expected to raise their hands and be recognized by the teacher before speaking.
- Students are not to sit on desks or tables.
- Students are not to write on chalkboards, whiteboards, or SMART Boards.
- Students are not to sit at a teacher's desk or open any desks or cabinets without permission.
- Students should take care to bring all books and materials needed to each class and be sitting at their desks and ready to begin when the bell rings.
- Eating or drinking in class is permitted at the teacher's discretion.
- Writing or passing notes in class is not permitted. Texting and messages sent through various iPad apps are also prohibited during class.
- Abusive substances, knives, guns, airsoft or paintball guns, fireworks, matches, or other dangerous items may not be brought to school and may result in automatic suspension or expulsion.
- The following items may not be brought to school: electronic devices (i.e., music players, iPods, laser pointers, games), fidget spinners, playing cards/games, water guns, skateboards, scooters, pornographic material, comic books, etc. Such items will be confiscated, and parents will be called in to pick them up.
- Students may bring mobile phones, but may not use them during the school day. This includes calling, texting, and use of the camera. Phones should be kept out of sight and will be confiscated if seen during the school day.
- Magazines not directly related to class work are not permitted.
- Hats must be removed when entering the building.
- No parties (pre-planned or surprise) may be held without approval from the principal.
- There will be no throwing of rocks, snowballs, or any other objects.
- Students are not to run in the building or engage in rowdy, excessively loud, or disruptive behavior.
- Students leaving the classroom for any reason during class must use a hall pass. Passes may be obtained from a teacher, staff member, or administrator. Students found outside of class without a pass will receive a demerit.
- Students must obtain a parking lot pass from the office in order to visit their car during school hours.
- Sexual misconduct and sexual innuendoes will not be tolerated. Such behavior will be subject to immediate expulsion.
- There should be no physical contact (prolonged hugging, hand-holding, kissing, etc.) between students on campus or at school-sponsored activities.

- Threats against another person (including cyber-bullying) and fighting will not be tolerated and may result in immediate suspension or expulsion.
- There is to be no profane or vulgar language or gestures. Negative or discouraging slang will not be tolerated. Students are not to use the Lord's name in vain.
- Defacing property will not be tolerated, and students may be required to repair or replace damaged items.
- Stealing is a serious offense and may result in detention, suspension, or expulsion.

### **Responsibility and Authority of Teachers**

The faculty and staff of FCS should be given the proper respect in recognition of their position and authority (Romans 13:1). Administrative staff and teachers have a professional responsibility to correct unacceptable behavior from any student in the school building or any area of the school grounds. Understanding this responsibility and the authority of the faculty, students are urged to respond in a positive manner, acknowledging correction and refraining from actions that are unacceptable. Students who choose to respond to correction with disrespect or who refuse to obey after being corrected will be referred immediately to the principal.

### **Cheating/Dishonesty**

Christians have a responsibility to conduct themselves with the utmost honesty and integrity (Hebrews 13:18). Cheating, assisting others in cheating, plagiarism, or use of another student's work for personal benefit is strictly forbidden. Students who violate this policy will receive a zero on the assignment and may be subject to further discipline by the teacher or administration. Students who assist another in cheating will receive a zero on the assignment. A second offense may result in suspension, and the student will be placed on disciplinary probation. A third offense may result in expulsion.

### **Student Relationships**

Healthy Christian male-female friendships are encouraged. Conversation and interaction between students should be respectful and wholesome, and all students are expected to treat one another with respect. There is to be no physical display of affection (holding hands, kissing, hugging, etc.) on campus, buses, or at school-sponsored events or field trips. Students who fail to adhere to this policy will be counseled and disciplined on an individual basis.

The biblical and philosophical goal of FCS is to develop students into mature individuals who exhibit a Christ-like character and make lifestyle choices consistent with the clear mandates of Scripture. Of necessity, this involves the school upholding biblical mandates and applying our understanding of the qualities that exemplify a Christ-like life. As such, FCS retains the right to refuse enrollment to or expel any student who engages in sexual immorality. This includes any student who professes to be homosexual/bisexual or transgender, is a practicing homosexual/bisexual or transgender, or those who condone, support, or otherwise promote such practices (Leviticus 20:13, Romans 1:27).

## **School Property**

Good stewardship involves respectful care of all property. Students are not to deface or damage the school building, buses, or school property (desks, chairs, lockers, etc.). Students are responsible for the care of the FCS textbooks loaned to them. Textbooks should be covered with a protective covering (no Contact paper), and teachers will periodically check the condition of books. Students will be charged the full replacement cost for lost or damaged books, and final grades and transcripts will not be issued until payment is received.

Students are also expected to respect the property of faculty, staff, and other students. Students are to respect each teacher's work space, and are not to sit at or behind a teacher's desk. Do not allow practical jokes to jeopardize good relationships.

Offices, janitorial closets, the kitchen, staff hallway, and athletic equipment room are off-limits to students without special permission. Students found in these areas will be referred to the principal for disciplinary action.

## **Abusive Substances**

Students who have already developed a habit of smoking, drinking, or drug use will not be accepted for enrollment. The use of tobacco, alcohol, or any type of drug (in or out of school) is unacceptable, and such substances are strictly forbidden at all school-related functions. Violations will require a meeting between the principal, student, and parents, and disciplinary actions (up to and including expulsion) will be determined by the administration.

In order to maintain a safe, drug-free environment, law enforcement officials will periodically conduct searches using drug-detecting dogs.

## **Online Conduct**

Students are expected to read and abide by FCS's Responsible Use of Technology policy. A copy of the policy is distributed at the beginning of each school year (or upon enrollment for students who arrive mid-year). A parent and student signature is required before students are permitted to access the internet or use mobile devices at school.

## **Off Campus Conduct**

FCS students are expected to exhibit respectable behavior at all times. This includes refraining from inappropriate, promiscuous, or illegal activities. In the event school staff observes or receives reports of conduct that is dishonoring to the Lord, the student's family, and/or FCS, a meeting with the student and their parents will be requested, and the administration may elect to revoke the student's enrollment.

## **Student Marital Status**

FCS does not accept married students for enrollment. Students who marry are classified by law as adults and are no longer subject to their parents or guardians. Since FCS exclusively

partners with parents or guardians for the purpose of educating their children, students who marry during the school year will forfeit their enrollment.

## **Discipline**

The FCS School Board may, at its discretion, alter or modify any of the discipline policies as it deems necessary.

### **Demerits**

A demerit is a formal warning and leads to specific consequences. Demerits may be issued by teachers or administrators for any improper conduct. In cases where a teacher issues a demerit, the student will be sent to the office, and parents will be contacted. Accumulation of demerits will result in the following consequences:

4 demerits	after-school detention & a conference with the principal
8 demerits	one-day suspension and a conference with parents and the principal
12 demerits	three-day suspension and a conference with parents and the principal
16 demerits	three-day suspension and a conference with parents and the principal
20 demerits	student placed on disciplinary probation, student barred from all school activities outside of class, possible revocation of enrollment

### **Detention**

Detention is generally assigned for more serious infractions by the principal. Students who are assigned detention are to report to the office at the final dismissal bell to serve detention until 4:00 p.m. Failure to appear on the assigned date will result in double detention. Students are expected to arrive on time and are not to leave until dismissed by a staff member. For every minute a student is late, an additional two minutes will be served (which may carry over to the following school day).

Students are to remain seated, sitting up straight with their feet on the floor and hands on the desk or table. Sleeping is not permitted. Students are not to talk, except to the teacher or staff member on duty. Detention may involve work at the discretion of the principal, otherwise, students are not permitted to do any school work or have books, papers, writing utensils, or electronic devices.

If a student is assigned three detentions in any one semester, a parent conference will be required before the student may return to school. In the event two additional detentions are assigned (a total of five within a semester), a one-day suspension will be assigned. Additionally, a parent conference with the principal may be required before the student can return to school, and the student will be placed on disciplinary probation for the remainder of the semester.

## **Suspension**

Accumulation of demerits or detentions or serious or repeated violations of school rules will result in a suspension. Fighting resulting in blows thrown will result in automatic suspension. Suspension may be served as either an in or out of school suspension at the discretion of the administrators. Students serving an in-school suspension are to report directly to the Upper School office no later than 8:00 a.m. Dress code attire is required.

Suspended students are not permitted to participate in athletics or any other school-related activity from the day of violation until the last day of suspension. All leadership positions will be revoked.

All homework and projects must be turned in on time, regardless of the suspension. Students must make arrangements to get the work to school. Students serving in-school suspensions will be given tests and quizzes on the same day they are given in class. Students serving out of school suspensions will be given any missed tests or quizzes on the day they return to school.

## **Disciplinary Probation**

Students who commit serious offenses, accumulate 20 or more demerits, or consistently display uncooperative or disrespectful behavior may be placed on disciplinary probation. Students placed on disciplinary probation are prohibited from participating in athletics or any other school-related activity, and all leadership positions will be revoked. Probation status will be re-evaluated at the end of each quarter. Enrollment may be withdrawn for students who continue in a negative pattern of behavior.

## **Revocation of Leadership Positions**

FCS is committed to developing leadership qualities among its students. This commitment is reflected in our school motto: "Educating Christian Leaders...for Life." Scripture is clear regarding the high calling of Christian leaders. A leader adheres to God's laws and principles (Joshua 1:6-9), follows Jesus' example as a humble, obedient servant (Philippians 2: 5-11), is willing to uphold their mission at great cost (1 Thessalonians 2:1-4), and is a hard worker who endures for the spiritual benefit of others (2 Timothy 2:10 and 15). As such, FCS students in leadership positions are held to a higher standard.

Students who violate rules regarding the prohibition of tobacco, alcohol, or illicit drug use, or who engage in illegal activity or sexual immorality will be *immediately* removed from any and all leadership positions and activities. Leadership roles include, but are not limited to, athletics, missions, and club or class leadership positions. Reinstatement and/or subsequent participation in leadership activities is at the discretion of the FCS Board of Directors.

## **Health**

### **Illnesses**

When a student develops a temperature over 100 °F, is vomiting, has diarrhea, or exhibits symptoms of a contagious nature (e.g. pinkeye, lice, etc.), they will be sent home and need to be picked up right away. If you are unable to pick your child up in a timely fashion, please make arrangements for someone else to pick up your child. If you cannot be reached, your emergency contact(s) will be called.

Students sent home for any of the reasons listed above *may not return to school the next day*. Your child must be free from the above symptoms (*without the aid of medication*) for *twenty-four hours* before returning to school. If your child is treated with antibiotics, they must take *at least one dose* of the medication *twenty-four hours* before returning to school. To reduce the spread of illnesses, we also recommend students stay home if they are coughing or sneezing often.

### **Medication**

Whenever possible, please schedule medication to be given at home. However, if your child wants/needs to have medication dispensed at school, you *must* provide the medication in its original container and submit a Medication Permission Form (available in campus offices and under Resource Documents in the RenWeb parent portal). The form *must* be completed and signed by a *physician* and is required for **both prescription and over-the-counter** medications. We cannot dispense medication of any kind without the signed form. The *only* exception to this policy is short-term prescription medication required for *ten days or less*. Such medications must be in their original container.

For the health and safety of students, all medication must be kept in the clinic and dispensed by the clinic staff. Students are not to share medications with one another.

### **Severe Allergies**

If your child has a severe allergy that requires emergency medication, a Severe Allergy Emergency Action Plan packet *must* be submitted to the office *before* the first day of school. Several steps are required by both you and your child's physician; please allow plenty of time to complete the packet so that your child's entrance to school is not delayed. The packet can be found in the RenWeb parent portal (under Resource Documents) and is also available in campus offices.

### **Electronic Devices**

We are pleased to provide an iPad to all students in Grades 6-12. Before an iPad will be issued, at least one parent must attend a training session, all necessary forms must be completed and received, and students must bring in a case that meets the requirements set forth by the FCS Technology Department. Please refer to the iPad Contract and Responsible Use of Technology Policy for guidelines regarding the use and care of school

iPads. Insurance covering theft and accidental damage is available at a nominal cost and is *strongly* recommended. Please be aware that the insurance policy does *not* cover lost iPads.

With the exception of school-provided iPads, no electronic devices may be used during school hours. Devices must be turned off and kept out of sight. Please do not jeopardize your student's conduct record by calling or texting them on a mobile device during the school day. Students and parents are asked to coordinate schedules and transportation outside of school hours. However, if you need to contact your student during the school day, you may leave a message for them in the office, and students may use the office phone (with permission) should they need to contact parents in an emergency.

Mobile phones visible or in use during school hours will be confiscated and students may retrieve the item from the office at the end of the day. If a device is confiscated more than once, the item must be picked up from the office by a parent. Upon the third offense, the student will not be permitted to bring the device to school or will be required to leave it in the office during the school day; there is also the possibility of suspension.

### **Field Trips**

Field trips and retreats are designed to enhance students' educational experiences. Because of the unique opportunities these trips afford, all students are expected to attend and participate. Students are expected to adhere to the following rules:

- Students must submit permission slips, forms, and payments by the due date.
- Chapel attire is required on all field trips unless otherwise specified.
- There will be no standing or moving around on the bus while it is moving.
- No part of any student's body should extend out of a window.
- No objects may be thrown or hung from the windows.
- Talking is permitted, provided it is in moderate tones.
- Students are to wait for the teacher's directions before exiting the bus.
- Students are to be respectful and courteous to all designated authorities.
- Snacks are not permitted on buses during field trips (unless otherwise directed by the principal, teacher, or bus driver).
- Gum is not permitted.

Disciplinary action will be taken when students do not conduct themselves appropriately. In some cases, students may be sent home at parents' expense and misbehavior may jeopardize a student's eligibility to attend future trips.

### **Fundraisers**

Fundraising during school hours for organizations not associated with FCS is not permitted. All FCS clubs and organizations who wish to conduct a fundraiser must first obtain approval from an administrator. Students may not use class time to sell fundraising items.

## **Library**

The library is open for students before school, during lunch, and until 3:15 p.m. Students who wish to visit the library during school hours must have a pass. The pass will be initialed by the librarian and must be returned to the staff member issuing the pass when the student leaves the library. Students may not be in the library without approval from a teacher or librarian and may not be in the library without adult supervision.

Unless otherwise indicated, materials may be checked out for a period of two weeks. A fine of \$.10/school day are incurred for overdue items, up to the cost of the item. Students will be notified when fines begin to accrue. Parents and administrators will be notified when fines are outstanding, and disciplinary action may be taken.

A copier and printer are available for high school students at a cost of \$.10/copy or page.

## **Lockers**

Homeroom teachers will assign lockers to students for the year. No student may change a locker without permission from the homeroom teacher.

Only school-issued and installed combination locks are to be used. Students are advised to keep their lockers locked, and the school is not responsible for lost or stolen items.

Students are responsible for keeping lockers and the area around them clean. Gym bags and backpacks are the only items that may be placed on top of lockers, and all items must be removed from the tops of lockers at the end of the day. No materials or articles that could cause a disruption may be kept in any locker. Students are not to tamper with other students' lockers.

Decorations placed on lockers may not wrap around locker doors. Students may decorate the insides of their lockers. Decorations are expected to be consistent with the character qualities of the school, and stickers or other items that are difficult to remove are not permitted.

The administration reserves the right to search any locker at any time.

## **Lost & Found**

It is the responsibility of each student to keep track of his or her belongings; the school is not responsible for any lost items. A lost and found cabinet is kept in the front office, and there is a separate lost and found collection point for items left in the gym. Students must obtain permission before checking lost and found and may only remove items that belong to them. Unclaimed items will be donated to charity at the end of each quarter.

## **Lunch**

Lunch is available for purchase most days. The menu for the upcoming week will be posted under "Announcements" in the RenWeb parent portal each Friday. Multi-week menus will also be available under "Resource Documents." Students are responsible for selecting and

paying for lunch items. Absolutely no cash is accepted in the lunch lines. If your student is planning to purchase items from our kitchen (including milk and other beverages), you must establish an account with [myschoolaccount.com](http://myschoolaccount.com). Students without lunch or funds available on their account will be allowed to purchase a Hot Pocket at a cost of \$1.00 (deducted from their account) for one day. Thereafter, students will not be able to purchase items from the kitchen until funds are loaded on to their account.

Students may only eat in designated areas (usually the Auxiliary Gym). Microwaves are available. *Students are not permitted to leave school for lunch.*

### **Student Accident Insurance**

Student accident insurance is available through Markel Insurance Company. Information and enrollment is available at their website at <http://markel.sevencorners.com/>. If you do not have a family health or accident insurance plan, we recommend you consider purchasing accident insurance for your student(s). Fredericksburg Christian Schools does carry liability insurance, but student accident insurance is not part of our insurance plan.

### **Withdrawal From School**

Parents must provide written notification to the principal at least three days prior to the last attendance day. Teachers will then be notified of the impending withdrawal. On the student's last day, they are to report to the guidance counselor to request a withdrawal form. All books and materials must be turned in to appropriate teachers, and students must also check out with the Technology Department. Teachers will complete and sign the form, and record most recent grades. All obligations must be met, books returned, and signatures obtained before the withdrawal process is complete and records/transcripts released.

### **Work Permits**

Work permits are issued from Mrs. Stanley in the business office. Students may, as their schedule permits, be dismissed early for work, provided there is a note or email from a parent on file.

### **Dress Code**

While school-approved wardrobe attire is required for elementary and middle school students, high school students are given the privilege of choosing their own attire, provided their choices fall within the established parameters. We appreciate your cooperation as we aim to strike a balance between individual freedom and a well-groomed, modest look.

Beginning on the first full day of school, and continuing throughout the school year and at all school sponsored-events, high school students are required to abide by the following dress code. The dress code remains in effect for as long as students are on school grounds.

### **Guiding Principles**

Our dress code is designed to meet certain biblical directives.

- dress modestly (1 Timothy 2:9, 1 Peter 3:3-4)
- do not offend others (Romans 14:15-21)
- submit to lawful authority (Romans 13:1-5)

Our dress code reinforces certain concepts.

- the necessity of submitting to the biblical principles listed above
- a neat and well-groomed appearance reflects an attitude of respect and seriousness
- compliance with our dress code prepares students for real-world situations such as employment, social settings, special events, etc.

Our dress code seeks to establish standards for appropriateness while at school. Some items **may not be considered immoral or unsuitable in other situations**, but are too casual or inappropriate in a school setting.

The school reserves the privilege of making final decisions regarding the acceptability of items. Students and parents who are unsure about the acceptability of an item should consult the principal *in advance*.

## **Enforcement**

We count on our students and parents to support our teachers and administrators by carefully following our school dress code. Demerits will be issued for wardrobe violations, and three dress code violations in any one quarter may result in detention and will require a parent conference. Further failure to comply will result in a one-day suspension and could jeopardize enrollment at FCS.

Club/class officers, athletes, and NHS members who receive a detention due to dress code violations will be placed on probation.

In some cases, parents will be called to bring a change of clothes.

## **General**

- Garments should be neat and clean. Torn or ragged hems are not permitted.
- No clothing may be worn inside out.
- No undergarments may show at any time (collars of plain white undershirts may be visible). Brightly-colored or dark under garments may not show through, and undergarment lines should not be visible through clothing.
- Midriffs must be covered at all times.
- No over-sized, baggy, or skin-tight clothing may be worn.
- Military-style (camo) garments, overalls, leather skirts/pants, sweatpants, and warm-up/athletic suits may not be worn.
- T-shirts with large, imprinted logos, graphics, or writing are not allowed.
- Blue jeans may *only* be worn on approved days. Jeans may not have holes, tears, or decorations, and skin-tight jeans are not permitted.
- In the interest of safety, no flip-flops, beach shoes, or sports slides are permitted. Bedroom slippers and mesh mules (or similar styles) may not be worn.

- Hats are not to be worn in the building.
- With the exception of ladies' earrings, no body piercings are allowed.
- No visible tattoos (real or fake) are permitted.
- Extreme coloring (including dyed and bleached hair) and hairstyles (e.g. mohawks) are unacceptable. This includes dipped, dyed, or bleached hair.

### **Young Ladies**

Ladies are expected to dress modestly and neatly. Skirts or dresses are required on Chapel days.

- Skirts must be no shorter than the top of the knee. Straight skirts should come to the bottom of the knee. Slits in skirts should be two inches or less.
- Tight-fitting spandex or leggings/yoga pants worn as pants are not allowed. Capri pants are permitted, provided they are mid-calf length.
- All shirts must have sleeves, and cold-shoulder tops are not permitted. Shirts may not show any cleavage.

### **Young Men**

Young men are expected to be neatly groomed. A dress shirt (tucked in), belt, and tie must be worn on Chapel days.

- Dress or casual slacks may be worn. Cargo pants are also permitted. Pants may not be excessively long or baggy. Low riders are not permitted.
- Belts must be worn if belt loops are visible.
- T-shirts and tank tops may not be worn. Shirts must have a collar or turtleneck.
- Collared shirts must be worn under sweatshirts.
- On Chapel days, shirts must be visible, tucked in, and a belt must be worn. Ties are required and may not be worn with polo shirts.
- Hair should be neatly groomed. It may not extend beyond the top of the collar, and no more than  $\frac{1}{2}$  of the ear may be covered at any time. Bangs may not extend past the top of the eyebrows.

### **After School Activities**

Modest dress is required at all school-sponsored activities (on or off campus). No short-shorts, tank tops, or shirts that are low-cut or reveal the midriff may be worn.

### **Jean Days**

High school students are permitted to wear jeans on Fridays, provided they did not receive any dress code violations Monday through Thursday of the same week. **Seniors** are permitted to wear t-shirts with their jeans. Jeans may not be overly tight or baggy. Skin-tight jeans or jeans with tears, ragged hems, holes, or decorations may not be worn. Overalls may not be worn. Students who repeatedly wear inappropriate jeans will lose the Friday Jeans Day privilege.