

SMOKING FOR JESUS MINISTRY CHRISTIAN SCHOOL



Christian Character ■ Moral Values ■ Academic Excellence

STUDENT HANDBOOK
2023

Smoking For Jesus Ministry Christian School
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Smoking For JESUS Ministry
1804 FM 2342
Burnet, Texas 78611

Editor:
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Unless otherwise noted, Scriptures are from the Holy Bible: King
James Version

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Mission Statement

*To provide quality educational support for parents
so that they can train their children with a Bible-
based academic curriculum tailored to each child's
individual needs.*

School Motto:

*Christian Character, Moral Values
& Academic Excellence*

Theme Scripture:

*And all thy children shall
be taught of the LORD;
and great shall be the
peace of thy children.
Isaiah 54:13 (KJV)*

Mascot:

Eagle

School Policy

The objective of a private school is to teach children how to live and to equip them for success. The Bible verse in Proverbs 22:6 admonishes adults to train up a child in THE way he SHOULD go.

A private school is an extension of the home in training young people. The school staff works closely with parents to train the whole child.

Attendance at this school is a privilege and not a right. The goal of this school is to train youth of every ability in the highest principles of moral character, self-discipline, individual responsibility, personal integrity and good citizenship. This school stands without apology for high standards of morality and wisdom.

Introduction

Smoking For Jesus Ministry Christian School (SFJMCS) is dedicated to serving the community and encourages parents to be involved in the activities created to nurture their children. The goal of the school is to provide spiritual, emotional, and physical nurturing to all children, as well as an exemplary Early Childhood Education environment to all children. Each child is treated with dignity and respect for his/her own individuality.

SFJMCS is designed to provide for an educational and developmental sequence of activities directing the child's experience and enhancing his/her own self-esteem through exploration, elaboration and information. As children grow in self-esteem, their lifelong love for learning develops. The *Accelerated Christian Education* curriculum is designed to consider each individual child needs; physically, emotionally, socially, and intellectually. The staff strives to provide a safe, caring environment within which each child can master the developmental tasks of Early Childhood at his/her own pace and in his/her own unique way. Each staff member is dedicated to supporting the family and is intensely committed to the well-being of each child.

Children with special needs are accepted on a case-by-case basis, depending on if the School is staffed adequately to meet the needs of the child. Should it be found that the School is unable to accommodate the child, a referral will be made to a facility equipped to handle the individual's needs.

SFJMCS reserves the right to make any changes to its policies and procedures as deemed necessary by the administration. Notification will be made in writing to parents of students attending the school.

Biblical Principles

One of the basic reasons why parents enroll their children in a private school is to obtain an education grounded in moral values. This school uses Biblically based *School of Tomorrow* curriculum, which includes Scripture memory passages and references to GOD and JESUS CHRIST—all designed to help students develop moral character, a sense of accountability, and wisdom in their lives. Standards of personal conduct, school policies and curriculum continue to build students' sense of responsibility and integrity.

Standard of Conduct

Students are expected to refrain from *talking about or engaging in*

- cheating
- swearing/lude conversation
- smoking
- gambling
- secular music
- drinking alcohol beverages
- sexual activity
- using narcotics

Students who participate in and discuss such activities at school are subject to suspension. Students are expected to act in an orderly and respectful manner, maintaining Biblical standards of social courtesy, moral behavior, acceptable language, and honesty. Students must agree to strive toward unquestionable character in dress, conduct and attitude.

Any student observing questionable activities or overhearing conversations which are contrary to the policies of this academy should immediately discuss the matter with a supervisor. This is not

tattling. It has been said, "All it takes for evil to triumph is for good men to do nothing"...to him that knoweth to do good and doeth it not, to him it is sin. (*James 4:17.*)

Parental Involvement

Parent orientation, meetings, and conferences promote good understanding between parents or guardians and the faculty/administration of this school. Every parent is required to participate in these informative and helpful programs.

The first parent/staff meeting will be held at the opening of each school year usually in conjunction with Parent Orientation. Parent/staff meetings are scheduled following the first and third quarters. Individual parent conferences with the supervisor are scheduled following the second quarter and/or as needed.

Fundraisers are events scheduled to help with the purchasing of equipment or other items needed to enhance the effectiveness of our School's program. Full participation is vital for off-setting expenses related in the operation of the school and helps to keep our tuition affordable. Therefore, participation is mandatory.

Parents are also required to complete volunteer hours. This can be achieved by organizing or assisting with school events or trips, volunteering in the Learning Centers or administrative office, etc.

Admissions Policy

Parent/Guardian Responsibility

Parent(s) must enroll each child in the facility. A foster parent must show proof of custody. Guardianship of a child must be documented by showing the child being listed as a dependent on the Federal Income tax return.

The parent is responsible for completing all enrollment forms prior to the child's attendance at the School. Children may be dismissed for failure to have current health forms, including a current immunization form and all required immunizations.

Parent's failure to comply with and cooperate with the SFJMCS policies will result in the child's dismissal.

Non-Discrimination

Enrollment is granted without discrimination regarding sex, race, national origin, ancestry, color creed, political beliefs or handicapping conditions.

Special Needs

The School does not admit any child whose needs obviously cannot be met or whose behavior would endanger other children, or adults. The personal safety of each individual is considered the highest priority. The School accepts only those children who are at a stage of growth and development which enables them to benefit from the program. SFJMCS reserves the right to dismiss any child due to inappropriate behavior.

Confidentiality

The School shall maintain the confidentiality of all children's records. Employees of the School shall not disclose or knowingly permit the disclosure of any information concerning the child or his/her family, directly or indirectly to any unauthorized person. The School shall obtain written, informed consent from the parent prior to releasing any information or photographs from which the child might be identified, except for authorized state and federal agencies. The child's enrollment form includes permission to photograph children participating in school activities and daily routines as part of the classroom history.

Open Door Policy

Smoking For Jesus Ministry Christian School has an open-door policy allowing parents of registered children to visit the School during any time the School is caring for their child. Those persons who do not have custody or are not listed on the enrollment form must have written authorization from the custodial parent or guardian prior to visiting the School. In situations where legal action documents prove that a parent may not visit a child or enter the School, the Burnet Police Department will be called.

Admissions Procedure

1. Parents visit school.
2. Submit enrollment application along with a copy of up-to-date Immunization record, Student Record Release form, last report card, and birth certificate.
3. Parents or student request that student's pastor send a letter of recommendation.
4. Office will then call for an initial interview (both parents and pupil) with Principal & Senior Administrator.
5. Student takes Diagnostic test for accurate placement.
6. A second interview will be scheduled to discuss test results and placement.
7. Parents will be notified of acceptance.
8. Parents attend Parent Orientation.

Immunization

All updated immunization records should be submitted to the School prior to the 1st day of school for students who are currently enrolled.

Ages Served

SFJMCS serves children from 4 years to 18 years of age.

Students enrolling in PreK4 must be 4 years old by September 30th.

Groupings

SFJMCS offers PreK4 and K5 Kindergarten programs. Each child is placed according to his/her age as of September 30th.

****CHILDREN MUST BE TOILET TRAINED TO BE IN THE 4 YEAR OLD CLASS!!!!**

A 5-year-old student can be considered for our 1st Level reading program only if he or she scores 80% or above on the pretest and scores adequately on the Coordination and Development Test.

SFJMCS has a Lower-Level learning center and an Upper Level learning center. Although the Lower-Level Students are for levels 2-5 and Upper Level is for levels 6-12, student are grouped in the learning center according to their age, not performance level.

Goals of the Program

1. To meet each child's spiritual needs by teaching them about the love of GOD for them through CHRIST JESUS
2. To provide a nurturing atmosphere in which children have respect for others and for themselves by developing godly character.
3. To provide a calm, warm, loving and nurturing atmosphere in which the child can feel secure.
4. To establish respect for the equipment and materials.
5. To provide a relaxed, loving, and calm atmosphere where self-concept is enhanced, independence and choices are encouraged, and self-discipline is gained in an environment where the limits and expectations are known.
6. To provide a wide variety of activities within a routine where cooperative play is encouraged. These activities will be drawn from the curriculum areas of art, math, science, cooking, music and movement, social studies, practical life skills, dramatic play, language arts and manipulative play.
7. To develop in the child an active curiosity about the world in which he/she lives and enthusiasm for learning; this stimulates exploratory behavior and creativity.
8. To provide ample opportunity for the use of large motor skills and coordination through physically active play.

Computers

Computers are a way of life; therefore, all students are given the opportunity to learn how to use computers starting as early as first grade. One full credit of Computer Science is required for High school graduation. Students are required to provide their own digital medium for academic work.

Christian Leadership Training

Morning Meeting

Students are assigned to report to Morning Meeting promptly at 8:30am Monday through Friday. Excessive tardiness will not be tolerated. These sessions are held during which the student identifies his education with Biblical principals and wisdom.

Weekly Chapel

Chapel is held every Wednesday. Various topics are taught by SFJM Ministerial staff to help students view the world from a Biblical standpoint.

Weekly Devotion

Weekly Devotions are conducted by Bishop Monnet. Students are grouped according to age. This is a more relaxed setting where students can discuss various topics with their Senior Administrator.

Christian Americanism

Christian Americanism places emphasis upon the greatness of America's Heritage and the sacrifices of her heroes. America's Constitution guarantees liberties to educate in order to preserve freedom. We unashamedly teach Biblical doctrines of self-discipline, respect for those that are in authority, obedience to law and love for GOD, flag and country.

Pledge of Allegiance to the American Flag

I pledge allegiance to the flag of the united States of America and to the Republic for which it stands, one nation under GOD, indivisible, with liberty and justice for all.

Pledge of Allegiance to the Christian Flag

I pledge allegiance to the Christian flag and to the Saviour for Whose kingdom it stands, one Saviour, crucified, risen and coming again with life and liberty for all who believe.

Pledge of Allegiance to the Bible

I pledge allegiance to the Bible, GOD's Holy WORD. I will make it a lamp unto my feet, and a light unto my path. I will hide its words in my heart that I might not sin against GOD.

African American History

African American History is highlighted school-wide throughout the year and especially in February. We cover the history from pre-slavery, slavery and emancipation to present-day issues and accomplishments of Black people in America. The objective of this

course is to expose students to these parts of American and World History that have either been deleted, under-exposed, or misrepresented in today’s humanistic society and to further highlight God’s sovereign hand and purpose throughout history all history. We also host a Black History program in the month of February every other year.

School Hours

When you register your child, you sign an agreement to abide by the policies of the School and to be financially responsible for the hours reserved for your child even if your child does not attend.

School Hours:

PreK - K	Monday	8:30AM to 12:30PM
	Tuesday through Friday	8:30AM to 3:30PM
1 st - 12 th	Monday	“At-Home” Work Day
	Tuesday through Friday	8:30AM to 3:30PM

Attendance

Texas Family Code, (Sec. 65.003), requires that a student accumulate no more than 10 or more unexcused absences or partial absences within a 6-month period before being considered truant. SFJMCS does refer truant conduct to Court Clerk and Juvenile Case Manager - Justice of the Peace, Pct. 2.

Absences for reasons other than for sickness and emergency will be excused only if arrangements are approved by the Principal and made in advance with the supervisor and the student is sufficiently advanced in his work.

A written excuse signed by a parent/guardian or a doctor’s note must be presented to the supervisor when a student returns to school after absence. If the absence is foreseeable, a note should be sent in advance. Doctor, dental, other appointments should be scheduled after school hours if possible.

Excessive absences will inhibit the student's progress. If, in the opinion of the administration, the absences are unnecessary, the student will be considered truant.

A student is considered tardy if he is not in Morning Meeting at 8:30AM. A break detention will be given. Continued tardiness will necessitate a conference with parent and administration, possibly leading to revocation of student privileges or suspension.

Arrival

Arrival time for School is 8:30AM. Please do the following for arrival:

- Parents are welcome to escort students to the assembly area and let them line up in the area designated for his/her group.
- Walk quietly into the assembly area during group time.
- If the child cries upon arrival, it is wise to leave him/her promptly.
- Tell the child you are leaving; do not sneak out.

Departure

- If your child is picked up by anyone other than the designated parent or guardian listed on the enrollment form, the school must be notified in writing. The person picking up the child must be able to prove the identity to any employee requesting this. A picture I.D. must be shown.
- In instances of separation or divorce, legal papers must be on file with the office if a parent is not allowed to pick up a child.
- In emergencies of imminent danger, such as hurricanes, fires, tornados and floods parents will be notified expected to pick up their child immediately. Stay tuned to the proper emergency stations for information.
- The School will not release a child to anyone who is under the influence of any substance, or who is acting erratically. We will contact the Burnet County Police Department and the child's emergency contact person.

WHEN THE ANNOUNCEMENT OF THE SCHOOL'S CLOSING IS MADE, YOU ARE EXPECTED TO PICK UP YOUR CHILD IMMEDIATELY AFTER RECEIVING THE NOTIFICATION OF CLOSING.

Third Party Release

No child will be released to any person not listed on the child's enrollment form, unless the school has been notified in writing by the parent. Verbal notices over the telephone are not accepted. No exceptions will be made. A person picking up a child must be able to show a picture I.D. whenever requested by an employee of the School, even the child's parent. Parents with special requests pertaining to custody/court jurisdiction must meet with Administrator to show proof of complying with the law.

Withdrawal Notice

Parents may withdraw a child from the School at anytime of the year. A Withdrawal form must be completed with the School's administration office. Oral notification of withdrawals (talking to the supervisor or receptionist in person or over the telephone) are **not** accepted.

Tuition/Fees

Monthly tuition payments are due on the 1st of school and the 1st of each month following. Monthly payments are due by the 1st of each month. There will be no adjustments made to fees for days when the School is closed due to inclement weather or other causes for which there is no control.

Registration fees are due in full by the first day of August. Registration fees are non-refundable.

Late Payment Charge

Unpaid balances will be assessed a \$50 late fee on the 5th of each month. If the fee is not paid by the end of the month, the student will be considered withdrawn, and the services of the School will no longer be available to you unless arrangements have been made by the finance committee through the administrator.

If payment is made following this process, you will be required to re-register your child and the child will be accepted on the condition of space availability

If parents wish to arrange a payment schedule other than the 1st day of the month, the request must be made in writing.

PLEASE REMEMBER THAT YOUR TUITION IS DUE ON THE 1st DAY OF THE MONTH!

Meals at the SFJMCS

All lunch and snacks will be provided by the Parent. The School does not serve breakfast, lunch, or snacks. Please check with the learning center schedule as to mealtimes for your child's class. All students are required to bring their own lunch and two (2) snacks from home. Students are allowed to bring cold or hot lunches.

The following items are not allowed:

Ramen noodles

Broth soups (if over-heated could cause burn risk)

Unpopped microwave popcorn

Any food in glass containers

Students will have access to microwaves under appropriate supervision. Please be mindful of what foods you send to be warmed as students are allowed a 3-minute limit on the microwave use. Therefore, any meal that will not be completely cooked (not raw) in that amount of time should not be sent to school.

Health

Children may not be at the School with a fever, ringworm, rashes that are wet and draining, communicable diseases, loose watery diarrhea, vomiting, parasitic infections, a severe cough or sore throat. **Your child must be symptom free for 24 hours prior to returning.**

If any of the above symptoms are observed, you will be called to pick up your child within 1 hour.

If your child is picked up early for a fever, he/she will not be admitted to the School the next day unless accompanied by a doctor's note stating the child is not contagious and your child must

be without fever or other symptoms for 24 hours. If your child appears ill upon arrival, he/she may be refused admittance.

The child will be allowed to return only after the child is free of symptoms, or there is a signed doctor's note. The child must be able to participate in the regular setting of the day.

If children are exposed to a communicable disease at the School, prompt notice will be given to the parents. (Please notify the office if your child has a communicable disease).

Medication Policy

The administering of medication shall be done only by a prescription from a physician and by written permission and specific instructions for administering from the parent.

Non-prescription oral medications will only be given by specific written instruction and permission by a parent on each occasion given.

Student Possessions

The School cannot be responsible for lost articles of clothing but can minimize such loss if parents mark all possessions.

Personal items such as toys, books, video games, etc. are not allowed at school.

All book bags, gym clothing and sweaters or jackets be labeled with the student's name.

PreK4-K5 and 1st Level students will need one complete change of clothing (socks included) in case of accident. The clothing must be marked with the child's name and will be kept in the child's cubby. Soiled clothing will be placed in a plastic bag. Parents are asked to remove soiled clothing from the cubby at the end of the day and replace the change of clothing the next day.

ALWAYS CHECK AT THE END OF THE DAY FOR ANY NOTES OR ITEMS TO BRING HOME.

Holidays & School Closed

The Center observes the following holidays as part of the planned curriculum.

- Labor Day
- Thanksgiving
- Winter Break
- Martin Luther King, Jr Day
- Good Friday (Resurrection Day)
- Memorial Day

There will be two school days out of the year for Staff training at ACE Christian Educator's Conference. Parents are also welcome to attend this conference, which is usually held in the month of November.

Child Abuse

School staff are required in accordance with Texas Child Protection laws to report any suspected abuse and/or neglect at the School or in the home to local or state enforcement agency.

Field Trips & Privilege Trips

Permission to participate in field trips is given/refused by parents on permission paper or online form which will be sent home as needed.

Although off-campus trips are of real enjoyment for the students, they are designated primarily to enrich learning. Supervisors may ask students to take notes and complete tests upon returning to school.

A natural outgrowth of such trips, which are conducted under the supervision of adults on every occasion, is that students are disciplined in the art of self-control and gracious deportment in various social conditions.

Privilege Trips are incentives for students who earn Privilege and are taken every 3 weeks on a Friday. If a student earns the opportunity to attend a Privilege trip, parents will be notified by Tuesday morning before.

Outside Activities

The children will be going outside daily when the weather permits. Please dress your child accordingly and mark all clothing with the child's name. If a child is healthy enough to come to the School, he/she will go outside. In exception to documented medical reasons, please do not ask us to keep your child inside as being outdoors is very conducive to good health.

Student Conventions & Service Adventure

SFJMCS participates in ACE Student Conventions. Junior Convention for students ages 9-12 is held the 1st week of November for 4 days. Students ages 13-18 attend Regional Convention for 1 week in March or April and International Student Convention (ISC) for 1 week in May.

Although participation in Student Conventions is strongly encouraged, it is not mandatory. Parents may choose to NOT allow their student to attend.

The Service Adventure (SA) is a short-term mission trip that with ACE Ministries where students, ages 16-18, experience service and ministry on a whole new level. Through this two-week summer mission trip in July, students join participants from different countries to serve the Lord by assisting schools in need.

We alternate attendance to Junior Convention every other year. We alternate attendance to ISC & Service Adventure every other school year. Attendance to at least one ISC and one Service Adventure is a requirement for graduation for high school.

Attendance to the International Student Convention is privilege that students must earn throughout the school year. Students must meet the following guidelines:

- Satisfactory progress toward completion of the Student's yearly plan.
- Must have displayed acceptable behavior throughout the school year without suspension, excessive detentions, or disciplinary issues. This will be at the discretion of the Principal and Senior Administrator.

Discipline and Guidance

A positive approach for discipline is always taken. Guiding principles for discipline begin with setting limits and defining them for the child. This will be done in a firm, friendly way. The goal is to teach the child acceptable behavior and self-control necessary for him/her to become capable of making safe, positive choices as he/she explores the environment and interacts with peers. This is the list of guidelines which are maintained by the staff of the School:

1. Maintain constructive discipline with the objective of helping the child learn, rather than forcing him/her to conform to adult standards.
2. Encourage and praise good behavior.
3. Be Fair and consistent, using a firm voice.
4. Discuss the Center's rules with the children and help them understand the rules.
5. Punishment shall not be associated with food, naps, or restroom procedures.
6. Time-out may be used with the child never being out of sight of the teacher.
7. It is important to know that a child's acceptance of discipline and his/her ability to profit by it depends upon his/her feeling that he/she is liked and accepted.
8. There may not be verbal threats or threats of physical punishment.
9. Sarcasm and derogatory remarks about children or adults are not allowed.
10. No child may be disciplined by another child.

Although we agree with the principles of discipline and spanking outlined in the Bible, **SFJMCS does not administer Corporal Punishment.**

Parents will be consulted, when needed, so that we can work together to help the child be successful at school. Parents will be asked to meet with the Supervisor, Principal, Administrator, or any combination, to review the child's behavior and set a plan for behavior modification or other intervention. The parent is required to

meet with the staff in cases of repeated biting, hitting, or other antisocial behavior which endangers other children or adults. If the situation in the Learning Center is such that the other children's safety (physical or psychological) is at risk, if the teacher's time can not remain focused on the whole group, and when the School staff has tried every known technique, the parent will be informed that further incidents will result in the parent being called to pick up the child immediately.

The following behaviors will call for immediate suspension:

- Inappropriate or vulgar language, actions or insinuations
- Fighting or physically harming another student or staff member

Parents will be notified and asked to pick up their student immediately.

Detention

Demerit marks are given for disturbances or broken Learning Center procedures. Three or more marks in one day result in detention time as follows:

- 3 demerits = Lunch detention
- 4 or more demerits = Afterschool detention for the next day
- Incomplete homework = Lunch detention
- 3 Incomplete homework = After school detention

Break detentions are given for tardiness or and can be given for minor violations that are less than 3 demerits.

When a student receives detention, a "Corrective Action Notice" is sent home with the student and is to be signed by the parents. The next day the slip is returned, and detention time is served.

Demerits are an indication that a student may need direction in the development of principles of character in his life. Conferences with the supervisor, administration and the parents are sometimes necessary to ensure this growth.

Transportation Policy

At this time, SFJMCS does not offer any transportation or make arrangements for transportation to and from school.

Homework

The responsibility for scholastic achievement is placed on students. Most students should not need to take academic work home. The goals set by the student and reviewed by the supervisor usually are not more than the student can complete during the school day. Should the student not meet his goals for that day, he will be required, at the discretion of the supervisor, to complete the work at home or after school in the Learning Center. Assigned homework will be written in the student's "Homework Folder" or "Homework Notebook." This is to be signed by the parent and returned the following day.

Parent Communication

The student's supervisor will communicate to the parent through the "Homework Folder" or "Homework Notebook." **Parents should develop a daily habit of checking the "Homework Folder" or "Homework Notebook"** to see if daily goals have been completed or homework has been assigned. This will also allow parents to see if there is any communication that the supervisor has written. The "Homework Folder" or "Homework Notebook" should be signed daily.

When necessary the student's supervisor may communicate via call, text, or email.

Letters, forms and other administrative communications will be sent home in the "***Parent Communication Folder.***"

Parents are also welcome to contact the supervisor anytime and are encouraged to communicate regularly with the Principal and Senior Administrator.

Fire and Tornado Drills

Practice fire drills will be held during the school year. At the sound of the fire alarm, students are to stand and march out of the building in an orderly manner to a designated place. The supervisor will direct students when they may return safely to the Learning

Center in the same orderly manner. Students must walk in line. They are expected to refrain from talking, pushing, or running. Each supervisor will be with his group.

In the case of a tornado, students should proceed (as above) to a designated place and assume a crouched position with their heads protected.

Biting Policy

Bites will be taken care of as follows:

1. If the skin is broken, the bite will be cleaned.
2. Ice will be placed on the bite.
3. An incident report will be sent home to the parents of the biter and the parents of the child who was bitten.
4. A report will be permanently filed in the office with complete information pertaining to the incident.
5. If the biting continues or becomes an endangerment to the staff or other children, SFJMCS reserves the right to dismiss any child for excessive biting.

Uniforms

Each student's appearance must be clean, discreet, and modest. It is vital that each student whole-heartedly support the dress standards. Uniform attire is mandatory and is described as follows:

	<u>Boys</u>	<u>Girls</u>
Bottoms	Black shorts or pants w/ black belt without cargo pockets	Black skirt, shorts or pants w/ black belt
Tops	PreK-5th Levels: Red Polo w/ school emblem 6th -12th Levels: White Oxford w/ school emblem with red or black tie	PreK-5th Levels: Red Polo w/ school emblem 6th -12th Levels: White Oxford w/ school emblem red or black tie
Shoes/Socks	Black or white cotton socks	Black or white cotton socks

	Black closed-toe shoes	Black closed-toe shoes
Outerwear	Only black, red, gray, or white pullovers, jackets, or sweaters may be worn. School Blazers are available for 6 th - 12 th Levels and are required for Regional & International Conventions.	

- P.E. attire consists of black shorts with the SFJMCS t-shirt and tennis shoes. Athletic tights may be worn in the cold months under knee-length shorts.
- All skirts and shorts must be knee-length.
- Knit/spandex materials are not allowed.
- Denim of any color and cargo pants are not allowed.
- Outerwear with emblems, logos or wording are not allowed.
- Hair accessories should be modest and match the uniform colors.
- No sunglasses, toy necklaces or other toy accessories may be worn.
- Uniforms that are dirty, torn or stained will be considered in violation of dress code.

Dress Down Days

Dress Down days are a fundraiser held every Friday and other special occasions. On Dress-down days, students may be out of uniform for \$2.00 per student.

Midriiffs or shirts that bear skin when arms are lifted are not allowed. Flip-flops are not allowed for safety purposes. Clothing with any wording, logos, or emblems that represent anything non-Christian or secular or not allowed. All skirts and shorts must be knee-length.

Dress Code Violations

If a student violates the school's dress code as outlined above, he/she will first receive a warning. On the next infraction, the student will receive a C.A.N. with a \$5 fine.

Appearance:

No tattoos of any nature will be allowed.

Pierced ears for boys will not be allowed. Girls' earrings should not be larger than the size of a quarter.

Student's hair should be kept neatly.

- Girls should have no heavy beading in hair or unnatural hair coloring.
- Boys are not allowed to wear hair twists, dreadlocks, or ponytails of any sort.

For Student Conventions we abide by Convention Standards as follows:

Boys should have neat, trim, conservative haircuts. The hair is to be tapered or blocked and is to be off the collar. It is to be above the ears, with sideburns no longer than the middle of the ears. Dying or coloring the tips of the hair is not allowed. No braided or spiked hair styles. For boys with curly hair or afros, the cut needs to be short, not to exceed one inch in length. No facial hair is permitted on contestants. Male sponsors may wear neatly trimmed mustaches and/or beards.

Special Activities

Students who attend official school activities after school hours (either on or of campus) must wear clothing consistent with the Learning Center standards set by the administration.

School Property

Marked on, defaced, or broken property is to be replaced at the expense of offending student & their parents.

Prohibited Items

Prohibited items are not permitted on campus or at any time the student is under school supervision, including field trips & convention, etc.

Students will be fined \$25 if they are caught with any of the following prohibited items on school grounds. Prohibited items will not be returned once confiscated.

- Cellphones
- Matches or lighters
- tobacco products
- knives

Students in possession of illegal items will be reported to the Burnet County Sherriff's Dept and/or immediately expelled from school.

These include but are not limited to:

- Guns
- Illegal drugs
- Vapes
- Pornography or child pornography in any medium

Cell Phones

Cell phone usage will not be permitted at any time during school hours. Students will be fined \$25 if they are caught using their personal cell phones for any reason while on school property during any of the instructional hours of the day, including athletic practices and other after school activities.

School Telephone Use

The school phone is reserved for official business and emergencies. Students desiring to place emergency calls must have their supervisor's permission.

Language

Use only words which glorify the LORD. Lude/obscene language or swearing should not be used and will not be tolerated.

Fighting

Fighting will not be tolerated and will warrant suspension. Students are encouraged and guided in handling conflict in a Biblical manner.

Borrowing Resources:

When a student checks books, cds, magazines, supplies, or equipment, he is responsible to return it in good condition or pay for a replacement.

Lunch Procedures

Eat only at assigned area.

Put trash in wastebaskets.

Clean off tables and sweep floors.

Go to recreational area after receiving permission to be dismissed.

Off Limits Areas

Other students' offices

Learning Center Control Stations and files

Computer and related equipment and materials

Learning Center when staff is not in attendance

P.E. area except under supervised activity.

Automobiles and parking area

(Closed campus policy: students may not leave the school grounds during school hours without permission.)

Music

Only that which has been approved by staff is permitted.

Instruments are to be played only in supervised music classes. Secular music will not be permitted.

Book/Magazines

Must be approved by supervisor upon student's arrival at school.

Student Bulletin Boards and Offices

Only "positive", approved items are allowed.

Parties

Parties are not school-sponsored unless parents receive a notification letter from administration.

Visitors

Visitors must sign-in at the office before entering Learning Center.

Transportation

Cars and bikes should be locked. All students must stay out of and off vehicles from arrival time until departure. Only licensed drivers are permitted to drive automobiles to and from the school.

Physical Education

It is our policy that no student is excused from the required physical education course without a doctor's written excuse.

Detentions will be given if a child fails to be in complete P.E. uniform each P.E. period. Repeated offenses double the penalty. Clothes will be taken home each day and washed at least twice a week.

The athletic program of this school is a coordinated effort; therefore, students are requested **not** to bring athletic equipment from home. They are not to expect use of school equipment except during planned and/or authorized activities.