

Hope Christian School Parent Student Handbook (2007-2008)

Preamble

Hope Christian School began in the fall of 1980 with 13 students. A group of parents became increasingly concerned that God and Biblical values were being systematically removed from the public school classrooms. They wanted to have God at the center of their child's education. Thus they started an independent school.

In the fall of 1982, the school started to use the Accelerated Christian Education program.

The school is owned and operated by the Evangelical Free Church of Champion, but it is non-denominational in operation. We believe that when the church, the school and the family, are teaching the same life principles, the child is secure and free to do his/her best academically.

Statement of Faith

- We believe – the Bible to be inspired, the only infallible, authoritative Word of God;
- We believe – there is one God, eternally existent in three persons: the Father, the Son, the Holy Spirit;
- We believe – in the deity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His resurrection from the dead, in His ascension to the right hand of the Father, in His personal return in Power and glory;
- We believe – in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith are we saved;
- We believe – in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation;

Educational Philosophy and Purpose

The mandate for Christian education comes from God's command that children are to be taught to love God and to give Him preeminence in their lives, and from Biblical teaching that parents are responsible for the total education of their children. (Deuteronomy 6) Therefore we endeavour:

- To ensure that each child comes to a saving knowledge of Jesus Christ, achieves a higher level of Christian maturity, attains a deeper commitment, and becomes a more effective witness for the Lord.
- To emphasize the individuality of the person and to assist each child in properly developing his/her God-given talents and abilities.
- To help each child learn how to honour the Lord by being self-disciplined in attitude, character and action.

Admissions Policy

Hope Christian School admits students of any race, color, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the students at the school. It is of paramount importance that a Christian school be supported by a Christian home and a Christian church. Hope Christian School does not replace the training of either the home or the church. All three should be complementary, which means that all three should be in Biblical agreement for a truly well-rounded Christian education to be given. It is therefore necessary that all the parents agree with the philosophy and teaching of the school.

- We strongly recommend that all parents be born-again, Bible believing, Christ-honoring Christians. (An exception may be made when only one parent is born-again, providing the non-believing spouse agrees to support the policies and practices of the school. See “Educational Philosophy and Purpose, page 1)
- Parents must state in writing that they have read and agree with the statement of faith of the school and agree that the school has full discretion in the discipline of their children within bounds of the discipline policy. (See Parent Promise of Cooperation)
- New students entering the school at grade 8 level or above must complete the “Students Promise of Co-operation” form.
- Parents must agree to meet all tuition and other financial obligations.
- Parents must be willing to support the school in prayer and in lending practical help as required by the school
- Parents must be interviewed by the Admissions Committee.
- We strongly recommend that parents and families be active in a Bible-believing church.

Standards of Conduct

Hope Christian School maintains a standard of conduct that it feels is in keeping with Biblical principles and standards. The standards are different from other schools and go beyond that of our secular society. The school is looking for students who are willing to accept this highly disciplined training program.

1. Appearance

The student at all times will be expected to display an attitude of cooperation with staff and students and to conduct themselves in a Christ-like manner.

Each student’s appearance should be such that Christ would be pleased and honored. The Bible teaches us to dress modestly (I Timothy 2:9). It teaches us to be deferent (I Cor. 8). Young men today face great temptation through the eye gate by today’s fashions for women. We believe, therefore, in deference to our young men, that women and young ladies should consider very carefully their choice of styles. Our uniform is created with this in mind. The task of the Christian is to draw attention to Christ and not ourselves. Jesus showed us the way by being unpretentious and simple in his way of life. We are to have a servant’s heart and mind (Philemon 2:3-8).

Hair: Students, supervisors and monitors must have a neat, conservative hair style based upon current standards, avoiding mod or outlandish fads. Hats or head covering are not to be worn in the learning center except for religious reasons.

Jewelry: In keeping with our goals and purposes, our main concern in this area is to be conservative and modest. These rules for jewelry apply to all school activities; on campus or off.

Uniform: We have chosen to have a school uniform in order to standardize modesty. It helps eliminate competition in dress and reduces the yearly clothing costs. On the following page are

particulars regarding the required school uniform. All items except hosiery and shoes should be ordered through the school. Orders will be placed at the beginning of each school year and again, as needs arise and volume is sufficient to place an order. The students name must be on all items of uniform. Demerits are given to students who leave their personal items lying around, or have forgotten any part of their uniform.

2. **Boy – Girl Relationships**

We believe that today's culture encourages young people to become romantically involved long before they are emotionally and spiritually mature. We believe that young people of high school age should have lots of friends, both girls and boys, and that they should enjoy and learn about each other in groups. Pairing off at this age produces great temptations, many hurts and self-esteem problems. Purity is the greatest gift a young couple can give each other on their wedding day, but today's dating practices make that very difficult. We ask that the parents encourage their young people to refrain from pairing off while attending Hope Christian School. Boys and girls will be asked to respect a six inch distance rule.

We will try to support this idea as we plan seating arrangements for traveling events.

3. **Personal Conduct**

High school students in particular-because of their testimony before the younger children- are required to adhere to the school's philosophy and Christ-centered program. Such adherence includes abstinence from smoking, use of alcoholic beverages, use of narcotics, swearing, and every appearance of evil. We urge our students to exercise discretion and Godly judgment in their choice of movies and music. They will be asked to sign a promise of cooperation.

4. **Disputes**

The student at all times will be expected to display an attitude of cooperation with staff and students and to conduct themselves in a Christ-like manner.

To achieve this goal, we ask for your cooperation in the following guidelines. We believe that "all things should be done decently and in order" and that our students should be taught to accept the responsibility to "walk honourably before all men." If your child does come home complaining about a policy or discipline, please follow this procedure:

- Give the staff the benefit of the doubt.
- Realize that your child's reporting is emotionally biased and may not include all the information.
- Realize that the school has reasons for all rules and that they are enforced without partiality.
- Support the administration and call the school for all the facts.

Learning Center Rules

- When a student needs to communicate with a staff member, they raise the appropriate flag. The learning center is to be kept as quiet as possible. No other communication is permitted.
- Gum is not allowed on school property
- Cell phones are not allowed in the Learning Center.
- Students are to keep their offices neat and tidy. More than 5 pictures will make the office too cluttered. All pictures must be wholesome and encouraging.
- Students must get permission to leave the learning center. (except in emergencies).
- Students must get permission to go score (except those on MA), throw something in the garbage, have a bathroom break etc.
- For elementary and junior high:
 - Students goals must be made each day. Goals finished must be crossed off.
 - Scoring must be done when a score strip is reached but you may work ahead on something else if your flag is up for scoring.
 - After a PACE has been completed, scored and turned in, the test is given the next morning. With permission from the supervisor the student may write a test in the afternoon for a PACE that was handed in during the morning. There is to be no communication between students at the testing table.
 - The order in which daily work should be done is:
 - Pace tests
 - All homework from previous days or goals drawn down
 - Self-tests
 - Check-ups
 - Remaining goals
- For senior high:
 - work must be completed according to the predetermined schedule
 - a goal check will be done on a daily basis

Discipline

Objectives

1. To develop and maintain the optimum environment for learning.
2. To correct behavior that is disruptive or destructive to the learning environment.
3. To train students in behavior patterns that will be helpful to them individually and to the school in supporting and achieving the commonly-held goals of spiritual, intellectual, physical and social development.
4. To remove, as a last resort, recalcitrant students so that the learning environment may be maintained.

Infractions

Infractions are to be dealt with by:

- Giving demerit marks for disturbances or broken rules. Three or more marks in one day result in detention time as follows:
 - 3 marks = 20 minutes detention (15 for younger students)
 - 4 marks = 30 minutes detention (25 for younger students)
 - 5 marks = 45 minutes detention (35 for younger students)
 - 6 marks = 1 hour detention (maximum) (45 minutes for younger children)
- When a student receives a detention, a “Corrective Action Notice” is sent home with the student to be signed by the parent. In some cases the detention time will have been served at school during the noon hour or at lunch time. If the detention is of such a length that it is difficult to fully administer, the parents are asked to administer a *disciplinary action* that evening in accordance with the time and the nature of the offence(s). Parents have the right to ask that all their child’s detentions be dealt with at home first communicating expectations to the student and applying consequences.
- Communicating with parents regarding persistent misconduct.
- Suspending the student from the learning center or school, for extreme or recurring misbehavior at which time the teacher will establish contact with parents.

When a child’s attitude is consistently not in accord with school policies or principles both parents will be called for a conference. The child will be placed on probation and if the Administration feels the situation has not changed within two weeks, the parents will be asked to withdraw their child quietly from the day school program. If the parents are not satisfied with the decision reached by the Administration they may appeal to the governing board of Hope Christian School. It still remains the responsibility of the governing board to provide an alternate program for the remainder of the school year if the parent so desires. This program would most likely consist of having the student complete their school work at home.

Parental Involvement

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

Parents will be asked to sign up for an interview time with their child’s supervisor following the 1st, 2nd, and 3rd quarter. In addition, Home and School meetings will be scheduled as deemed necessary by the administration.

Parents are encouraged to visit the school at will and to seek any information they require.

A week of intensive training is given to anyone accepted as a monitor in the school and any parent may audit the training at no charge. It is our experience that the more the parents are involved in the school the better progress their children make.

A brown envelope is sent home with communications from the school to the home. The oldest student in each family is responsible to bring this home, make sure the parents sign it and bring it back to the school the following morning.

Attendance:

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

While PACE work is individual; enrichment class, PE class, band class and some on-line subjects may be taught in a classroom situation. The teacher needs all students to be present for class. If they are not they will miss out on important subject material.

Congratulations Slips

Every time a student passes a PACE Test he receives a star, and is given a Congratulations Slip which he should take to his parents the day it is received to inform them of his achievement. Parents have an excellent opportunity to encourage and compliment the student at this time. The passing mark for most of the younger level PACE's is 90%. For all other PACE's the passing mark is 80%.

Oops Slips

Oops slips are given to the students to notify the parents of a failed PACE. They must be returned the next day, signed by the parent. The student will be repeating the PACE and the same charge for the PACE will be applied to the next bill.

Homework

The responsibility for scholastic achievement is placed on the students. They are responsible for setting their daily goals and attempting to complete them during the school day. If these goals are incomplete at day's end, the student will request a homework slip and complete the work at home. The supervisor may revise the daily goals if deemed necessary. Should the student have homework, a green slip showing the work to be completed, will be filled out in pen by the student and taken home. The slip is to be signed by the parent and returned the next day. If the homework is not finished, the student will be given a demerit for each incomplete goal. Should the student encounter circumstances beyond his control which make it impossible for him/her to get his/her homework finished, the parent should write a brief note of explanation on the homework slip thus excusing the child from demerits.

The date must be written in green ink by a monitor or supervisor, showing that the student had reported the homework taken home. No PACE's can be taken from the Learning Centre without a H.W. slip.

Privilege Level

Level “A” Responsibilities

- Complete *the required PACE’s according to the supervisor arranged schedule*
- Maintain academic balance
- Accumulate no more than 45 minutes detention the preceding week
- Memorize previous month’s Bible selection.

Level “A” Privileges

- 10 minute morning breaks (students without privilege only get 5 minutes).
- grades 1-9 may attend a special 45 minute activity at the end of the week. (“Privilege Activity”)

Privilege Activity

At the end of each week the parents in turn plan an activity that the children who are on “Privilege” may attend. This is usually a 45 minute activity but occasionally it will be longer. A wide variety of activities are planned. (Crafts, games, field trips, snacks, treasure hunts and tobogganing are just a few of the fun things planned)

M. A.

Students ages 13-15 in good standing after two weeks of attendance at H.C.S. will belong to the M.A. Club. A member in good standing may score without permission and do his Check-ups without Supervisor Initials. In order to be a member in good standing one must demonstrate near perfect scoring in all PACE’s and achieve 80% or higher in all PACE Tests. If the student fails to meet any of the above conditions, he will lose his M.A. privileges for 2 weeks.

Honor Roll

For elementary and junior high, students are issued 2 copies (one for home and one for their office at school) of an Honor Roll prescription each quarter. Completion of this prescription ensures that one year of work will be finished in a school year. Students who have completed all the PACE’s on their prescription with a 92% average for students doing PACE’s (including monthly scripture) will be awarded a certificate saying they have achieved Honor Roll. The students with Honor Roll all four quarters will be awarded a trophy at the year-end awards night.

For senior high, students must be on schedule, as developed by principal, with an 80% average and no average mark below 70% on any of their courses.

Honour roll students also earn one free day per quarter.

Merits System

Merit slips of varying denominations are given in recognition of a job well done or exemplary conduct. Students are then able to spend their merits in the “Merit Store” or at a special Merit Day sale and activity. Some parents buy their children’s merits from them or buy them something with the merits.

Progress Reports

Progress Reports are sent home each quarter (10 week period). A day is set aside for Parent Teacher interviews and the report is discussed and signed here at the school.

Christian Leadership Training

Students are divided into age groups for devotions on Monday, Tuesday and Thursday right after the noon-hour. Principles of life are discussed and illustrated in these meaningful sessions. Chapel is held on Wednesday of each week. Local pastors, missionaries and staff members have a short message for the students.

Annual Awards Night/Banquet

Certificates, plaques, medallions, and trophies highlight the annual awards night held at the end of each school year. Students compete during the year to attain these awards. Some or all of the following may be awarded each year.

- No failed PACE's
- Most improved
- Most Hundreds
- Honor Roll all four quarters
- Highest Average
- Supervisor's award
- Neatest Office
- PE award
- Drama award
- Scripture award
- Band award
- Perfect Attendance
- Coral Award
- Pastor's Award

(Confidential)
STUDENT PROMISE OF COOPERATION
Grade 7 and above

Student's name _____
Last First Middle Age

The student's attitudes, conversation and behavior reflect the character of the church and home from which he/she derives his/her training. Hope Christian School is attempting to secure students who will best adjust to the rigor of a highly disciplined training program which sets high standards. This is a ministry founded and governed by our Lord Jesus Christ.

PLEASE ANSWER THE FOLLOWING QUESTIONS

The answers to these questions will not necessarily be used to determine or maintain your admission at Hope Christian School. They do however provide a reflection of the values, attitudes and decisions that we feel are essential for the development of the Christian personality necessary for becoming a successful student at Hope Christian School.

Do you attend church regularly? _____ Where? _____

Have you accepted Jesus Christ as your personal Saviour? _____

Do you believe and obey God's Word? _____

Are you honest with your parents? _____

List some characteristics that govern the way you speak to others.

Is it appropriate for a student at a Christian school to participate in the use of alcohol, drugs and tobacco? _____

Have you ever run away from home? _____

Will you cheerfully dress according to the school dress code? _____

Will you show respect for adults at school? _____

Will you always try to keep school rules? _____

Will you always speak respectfully about school students and staff? _____

List several criteria that you feel should be followed regarding music, TV, magazines, books and movies. (ie.. language, dress, violence, suggestiveness) _____

Will you choose friends who help you follow God? _____

Do you want to attend Hope Christian School? _____

Why? _____

As a student of Hope Christian School, I promise to live by God's Word and follow the leadership of my parents and church/school staff. **YES** _____ **NO** _____

STUDENT'S SIGNATURE: _____

I have read and discussed this promise of cooperation with my child.

FATHER'S SIGNATURE _____ **Date** _____

MOTHER'S SIGNATURE _____ **Date** _____

PRINCIPAL'S SIGNATURE _____ **Date** _____

PARENT PROMISE OF COOPERATION

As parents we recognize our need of maintaining Christian lives consistent with the Bible. We also realize that our regular involvement in a Bible-believing church is indispensable to the spiritual welfare of every member of our family.

We, as parents, have accepted the responsibility of training up our child in the way he/she should go. This training will be carried on in our home. We are putting our trust in Hope Christian School to aid us in our effort.

We believe that all things should be done decently and in order as the Bible commands. Therefore, we pledge to have our children at school on time and dressed in uniform as scheduled. We and our child will cooperate with all standards and policies. We agree with the Biblical standards of speech, behavior and conduct taught by Hope Christian School. We commit ourselves to maintain these Christian standards in our home and in the life of our child.

Initials of both parents _____

We are expecting our children to conduct themselves at all times in a manner becoming a Christian. If our child comes home complaining about a policy or discipline, we will follow this procedure:

1. Give the staff the benefit of the doubt.
2. Recognize that my child's reporting may be emotionally biased and may not include all the information.
3. Realize that the school has reasons for all rules and that they are enforced without favour.
4. Support the administration, make any judgements prayerfully, and call the involved staff member at school for all the facts; then go to the principal; then the board.

Initials of both parents: _____

We hereby give authority to the school to discipline our child as deemed wise and expedient. This may include the issuing of demerits, detentions or suspension from school. We promise that if, for any reason, our child does not respond favourably to Hope Christian School's training program, we will work exclusively with the church/school board and staff for the resolution of the difficulty, and we will not try to change the school to fit his/her needs. If his/her progress continues to be unsatisfactory, we will quietly withdraw him/her. We also recognize that before withdrawal we may exercise our option of appeal to the Board of Hope Christian School in order to find a resolution to the problem.

Initials of both parents _____

We realize that the interest and involvement we demonstrate in our child's education is crucial to his success in school. Our knowledge of the Christian philosophy behind Hope Christian School and of the procedures are indispensable to us as parents. Therefore, we agree to fully attend the Parent Orientation and if possible all Parent-Teacher Fellowships and Parent Conferences (quarterly) concerning our child.

Initials of both parents _____

We, the parents of _____, do hereby give permission for our child to take part in all school activities (sports and school sponsored trips) away from school, and absolve the school from any liability to us or our child because of any injury to our child at school or during any school activity.

Initials of both parents _____

Signature of Father	Date	Signature of Mother	Date
Original signed by			
8/30/2007			

Chairman, Board _____

Approved date: <date signed>