

## **Vision Statement**

Students from North County Christian School will acquire wisdom, knowledge, and a biblical worldview as evidenced by a lifestyle of character, leadership, service, stewardship, and worship.

## **Mission Statement**

The mission of North County Christian School is to work in partnership with the home and church to provide quality education rooted in Biblical truths and to nurture students as they embrace a personal relationship with Jesus Christ, discover their God-given gifts, seek His plan for their life, and serve Him with their mind, body and spirit.

## **Motto**

“Investing in Eternity One Student at a Time.”

## **Introduction**

I am pleased to introduce you to North County Christian School. We look forward to working together with each family to see our students grow in Christ and excel in all areas of their life.

NCCS is a ministry of the Ferguson Church of the Nazarene located at 1309 N. Elizabeth Ave. in Ferguson. The school was founded in 1962 to provide a Christ-centered quality education for the children of this community. God blessed our meager beginning of just 12 students to now include an educational program for over 500 students.

The church and school shared the Elizabeth facilities (South Campus) until the fall of 2004 when the school moved to 845 Dunn Road (North Campus). We are blessed to have our own 11 acre campus that includes 52 classrooms, library, computer lab, full sized gymnasium, cafeteria, and administrative offices. Outdoors, our campus includes two play areas and an athletic field for gym activities.

We encourage you to be supportive of your children and help them develop their spiritual life by taking them to God's house and worshipping as a family. If you do not have a church home or if our church could help you, please contact the church office (522-3388). We would gladly welcome you in our services or assist you in any way possible.

Wayne Moss,  
Elementary Principal



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## **Philosophy of Education**

The philosophy of education at North County Christian School is really a theology of education, because it is built on Biblical principles. Pertinent passages of scripture are Deuteronomy 6:5-7, Ephesians 4:11-16, and Romans 12:1-2.

According to Deuteronomy 6:5-7 all education, and especially Christian education, begins first of all in the home. Parents are the primary developers of a child's education. This responsibility cannot be taken from them, nor can they give it away.

Ephesians 4:11-16 teaches that God has given some the gift of teaching. Their responsibility is to "equip the students for works of service." They do not take the parent's place; but they become "Para-parents" for the students.

Our ultimate goal in Christian education is found in Romans 12:1-2: To help the students be transformed by the renewing of their minds, so they will be able to test and approve what God's will is for them. This renewing is always based on a student's submission to the Lordship of Jesus.

The academic requirements at North County Christian School are secondary to the fact that we are first Christians. This does not mean that academics are of little importance. We have a higher academic standard than many schools because Christians should exemplify only the highest standards. With this in mind, the school has several primary objectives for the students.

### **Spiritual Objectives**

We desire to see a spiritually discerning student, who is mighty in spirit and Christian character, and who is willing to serve the Lord Jesus Christ in whatever capacity that God may call him/her. We desire that each child have an independent walk with Christ in a self-governing way so that the student does not need external control.

### **Academic Objectives**

We desire to produce a well-rounded and disciplined student in the area of academic understanding, knowledge, and skills. We want the student to be an independent thinker capable of researching, reasoning, relating, and applying biblical principles to every area of life, particularly the area to which the student has been called.

### **Social Objectives**

We want to help train a student who is socially stable and able to go into the vocation of his/her choice, to be a responsible citizen and conduct himself/herself capably among peers. We want each student to know our nation's heritage, recognize and appreciate the sacrifices that have been made to provide our freedoms, understand the responsibility of maintaining civil liberty, and be able to relate Christian moral values to an ever changing world and society, so they can bring biblical answers to the world and not be part of its problem.

## **Physical Objectives**

We want to produce a child who is physically fit to serve the Lord, who has a good knowledge of health and hygiene, and who has the ability to be a servant and care for his/her body as the temple of the Holy Spirit.

## **Expected Students Outcomes**

As students complete their experience at North County Christian School, it is expected that graduates

1. are well prepared in all academic disciplines, and are skilled in reading, writing, speaking, listening, and thinking.
2. are proficient in mathematics and science.
3. have knowledge and an understanding of people, events, and movements in history and the cultures of other peoples and places.
4. appreciate literature and the arts and understand how they express and shape their beliefs and values.
5. have a critical appreciation of languages and cultures of peoples, dispelling prejudice, promoting interethnic harmony.
6. know how to utilize resources including technology to find, analyze, and evaluate information.
7. are committed to lifelong learning.
8. have the skills to question, solve problems, and make wise decisions.
9. understand the worth of every human being as created in the image of God.
10. can articulate and defend their Christian worldview while having a basic understanding of opposing worldviews.
11. understand and commit to a personal relationship with Jesus Christ.
12. know, understand and apply God's Word in daily life.
13. are empowered by the Holy Spirit and pursue a life of faith, goodness, knowledge, self-control, perseverance, godliness, brotherly kindness, and love.
14. treat their bodies as the temple of the Holy Spirit.
15. are actively involved in a church community, serving God and others.
16. understand, value, and engage in appropriate community and civic activities.
17. embrace and practice justice, mercy, and peacemaking in family and society.
18. have an appreciation for the natural environment and practice responsible stewardship of God's creation.
19. are good stewards of their finances, time and all other resources.
20. understand that work has dignity as an expression of the nature of God.

## **ADMISSIONS POLICY**

Admission to North County Christian School is a matter that is handled with concern. The main intent of the admissions process or policy is to determine the amount of agreement that exists between the home and the school, based on Biblical principles. Parents and students must agree with the Christian philosophy and objectives of the school and the need for a personal relationship with God through faith in Jesus Christ.

Since we are not adequately prepared to meet the educational needs of every student who applies, we must make selections. North County Christian School is not equipped to provide proper education for children suffering from severe physical or mental handicaps, or emotional needs. Our admission procedures are designed to help both school and parent make the best possible decision for the education of each child.

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

## **Doctrinal Statement of Faith**

1. We believe in one eternally existent, infinite God. We believe in the Trinity; God has revealed Himself as Father, Son and Holy Spirit. (Genesis 1; Deuteronomy 6:4-5; Matthew 28:19-20)
2. We believe Jesus is divine and was fully God and fully man at the same time. (Matthew 1:20-25; 16:15-16)
3. We believe the Holy Spirit is active today, convincing the world of sin, giving new life to those who repent and believe, sanctifying believers, and guiding into all truth. (John 7:39; 14:15-26; 16:7-15)
4. We believe the Bible was inherently inspired by God and reveals the will of God in all matters of faith and salvation. (Luke 24:44-47; 2 Tim. 3:15-17; 1 Peter 1:10-12)
5. We believe original sin, the corruption of man by Satan, continues to exist in a Christian's life until cleansed by the Holy Spirit. (Genesis 3; Romans 5:12-14; 7:7-8,9; Galatians 5:16-25)
6. We believe salvation started in God's loving heart, and is grounded in Jesus' sufferings, shedding of blood, death on the cross, and resurrection. (Luke 24:46-48; John 3:14-17; Romans 3:21-26, 4:17-25)
7. We believe man is morally responsible for his use of free will and that God never takes his freedom of choice from him. (Genesis 1:26-27; Romans 2:1-16; 3:10-12; 5:6-14; 6:15-16; 7:14-25; 10:6-8)
8. We believe repentance involves a sense of personal guilt and a voluntary turning away from sin. (Mark 1:14-15, Luke 3:1-14)
9. We believe in salvation God sees a person as if he had never sinned, is given a new life beginning, and is adopted into God's family. (John 1:12-13; 3:3-8; Romans 3:21-26, 4:5-19, 8:1-17)
10. We believe God gives a pure heart to those who are brought into complete devotion to God and that this work of God's grace is complete sanctification. (John 7:37-39, 14:15-23, 17:6-20; Romans 6:11-13, 8:1-14, 12:1-2)
11. We believe Jesus will come to earth again and those who are His will go to live with Him eternally. (Matthew 25:31-46; John 14:1-3; Revelation 1:7-8, 22:7-20)

12. We believe that when Jesus returns, those who do not belong to him will spend eternity in Hell. (Genesis 18:25; John 3:16-18, 5:25-29, 11:21-27; Romans 2:1-16, 14:7-12)
13. We believe Christian baptism shows acceptance of Jesus. (Matthew 3:1-7, 28:16-20)
14. We believe communion is a sacrament that declares Jesus' sacrificial death. (Matthew 26:26-29; Mark 14:22-25; Luke 22:17-20; John 6:28-58)
15. We believe God can and does heal body, mind, and emotions. We believe God allows providential agencies and persons to aid in the healing process. (Matthew 4:23-24, 9:18-35; John 4:46-54; James 5:13-16)
16. We believe a person receives the fruit of the Spirit (Galatians 5:22-25) when he becomes a believer. We believe the gifts of the Spirit (Romans 12:6-8; 1 Corinthians 12:1-31; Ephesians 4:11-12) are given by God's will alone. We believe no gift to be superior to any other and that none is universally given to all believers.

## **Biblical Principles of Behavior**

We urge our students, and their families as much as possible, to live by Biblical principles of behavior. We believe that those who profess to be children of God will earnestly desire to live by these principles.

Things to Do:

1. Love the Lord your God with all your heart, soul, mind, and strength. Love your neighbor as yourself. (Exodus 20:3-6, Mark 12:28-31)
2. Press upon the attention of the unsaved the claims of the gospel (Matthew 28:19-20, Acts 1:8)
3. Be courteous to all persons. (Ephesians 4:32, 1 Peter 2:17)
4. Be helpful to all in love, bearing with each other's personalities. (Romans 12:13, Galatians 6:2, 10)
5. Seek to do good to the bodies and souls of all. Feed the hungry, clothe the naked, visit the sick and imprisoned, minister to the needy as opportunity and ability are given. (Matthew 25:35-36, 2 Corinthians 9:8-10)
6. Contribute to the support of the ministry of the local church where you are a member, with regular tithes and offerings. (Malachi 3:10; 2 Corinthians 9:6-10)
7. Attend the services of your church regularly. Develop a personal devotional life that reflects your devotion to God and the Lordship of Jesus in your life. (Hebrews 10:25; Acts 17:11; 2 Timothy 2:15, 3:14-16)
8. Keep Sunday a "holy" day as opposed to a "holiday." (Exodus 20:8-11; Mark 2:27)
9. Be honest in all matters, refusing to take advantage of another. (Leviticus 19:10-11; 1 Corinthians 6:7-10)
10. Dress in Christian simplicity and modesty. (1 Timothy 2:8-10; 1 John 2:15-17)

11. Participate only in entertainment, music, and literature that will aid you in representing Jesus. You are His representative to your world. (1 Corinthians 10:31; 2 Corinthians 6:14-17)

Things to Avoid:

1. Do not take the name of God in vain. (Exodus 20:7; James 5:12)
2. Do not participate in sexual immorality. (Romans 1:24-27; Matthew 5:27-32)
3. Do not participate in habits or practices known to be destructive to physical or mental well-being. (Proverbs 20:1, 23:1-3; 1 Corinthians 6:17-20)
4. Do not quarrel or return evil for evil. Do not gossip or slander the good name of others. (2 Corinthians 12:20; Ephesians 4:30-32)

Off-campus behavior is **NOT** irrelevant. While NCCS makes no effort to 'police' its students off-campus, certain behaviors are of such an offensive nature to a Christian school that they must be addressed. Examples include:

1. Criminal Activity
2. Vulgarity or immorality
3. Use of alcohol, tobacco, or recreational drugs
4. Offensive actions toward a faculty or staff member

## **School Sponsorship and Affiliation**

North County Christian School is a ministry of Ferguson Church of the Nazarene and therefore the NCCS School Board's authority falls directly under the Church Board of Ferguson Church of the Nazarene. The Church Board shall be responsible of approving the hiring of school administrators and the annual school budget.

It shall be the fundamental purpose of the School Board to act as a legislative body in formulating policy for the conduct of the school. The primary function of the School Board is to seek the will of God and to serve as His instrument in matters concerning NCCS. In practice, the School Board will confine itself largely to setting of policy; approve awarding of diplomas, adoption of the school calendar, annual approval of the budget, the control of money funded under the budget and the responsibility to raise money or to see that it is raised. The School Board shall report quarterly to the Church Board of Ferguson Church of the Nazarene. Further, the School Board is available to the School Administrative Team to assist in other matters or to make other decisions at the request of the School Administrator or Senior Pastor.

# POLICIES & PROCEDURES

## ATTENDANCE

North County Christian School is committed to the philosophy that every student should attend class every day. Through regular attendance, students develop habits of self-discipline and responsibility. Absence from school is the greatest single cause of poor achievement. The purpose of this attendance policy is to encourage regular school attendance. If a student is not regular in attendance, his performance lags, he soon loses interest, and then tends to fall further behind in his work.

Each student should be aware that attendance is part of his/her evaluation in class each day and that excessive absences, whether excused or unexcused, may drastically affect his grades. Absences of more than seven (7) times during a quarter, or ten (10) times during a semester, whether excused or not, is considered excessive and the student is subject to failure or a grade of incomplete. When extenuating circumstances cause the student to exceed this limit, it is the parent's responsibility to submit evidence that the student has received outside tutoring and that all assignments are complete.

**ABSENCE:** A student is considered absent from school if more than four hours in a school day are missed.

A student is considered ½ day absent when attending only four hours of the school day.

### Reporting an Absence

1. The parent should notify the school by 9:00 a.m. to report an absence.
2. Upon returning to school, the student must submit to his teacher a dated note from the parent, stating the reason for the absence. The absence is considered unexcused if a note is not received.

### Excused Absence

Reasons for excused absences includes the following, but are not inclusive:

1. Illness of the student
2. Serious illness or death of an immediate family member
3. Religious obligations
4. Planned family outings (limited to five (5) days and must be arranged five (5) or more school days prior to the absence to be excused)

Work assigned before the absence and due during the absence is due on the day the student returns to school. Long-term projects are expected to be turned in before the student leaves or on the date due, whether the student is present or not.

It is the responsibility of the student or parent to contact the teacher for missed assignments due to an absence. Work requested during the school day will not be

available until after 3:00 p.m. Students will have the number of days absent, with a maximum of five (5) school days, to make up missed work and tests. In the case of planned family outings, all written work is due on the day they return to school. Tests must be made up within five (5) days to receive credit.

### Unexcused Absence

Reasons for unexcused absence include the following, but are not inclusive:

1. Truancy
2. Leaving school without prior permission
3. Staying home to help parents with work or babysitting
4. Any other reason not approved by the principal

Worked missed must be made up but will not receive full credit.

## **DISCIPLINE POLICY**

North County Christian School is an extension of the home and follows the spiritual guidelines of discipline with Christian love. NCCS is dedicated to the training of children in a program of study, activity, and living that is Christ-centered. We believe that “all things should be done decently and in order” and that our students should be taught to accept a responsibility to “walk honorably before all men.” Discipline at NCCS is one that is firm, consistent, fair, and tempered with love. Our faculty members maintain standards of behavior in the classroom through kindness, love, and genuine regard for their students. However, when disciplinary action becomes necessary, it is firmly carried out, tempered by good judgment and understanding.

The school has adopted the following classroom procedure in maintaining classroom control. It is referred to as **Assertive Discipline**.

Each class will have a posted set of classroom rules, rewards, and consequences. Our goal is to encourage good behavior with motivating incentives. However, wrong behavior must be addressed. Therefore, a color-coded card system is used to keep track of the student’s discipline during the day. All students begin each day on GREEN. Cards are changed during the day according to the following sequence.

EVERYONE STARTS ON	GREEN = A great day with no warnings
FIRST OFFENSE	YELLOW = Warning-no consequence
SECOND OFFENSE	BLUE = Miss recess and write sentences or behavior journal
THIRD OFFENSE	RED = Parent will be notified by the end of the day
FOURTH OFFENSE	WHITE= Student will be sent to Principal

The student is given a new slate each day. However, if a student consistently causes trouble in the classroom, a conference with the parents will be called to determine corrective measures.

**SEVERE CLAUSE:** The above four-step system does not apply to extreme cases of outbursts. Fighting; cursing; using God's name in vain; harmful pranks; deliberate disobedience; disrespect; speaking of or possession of drugs, alcohol, firearms, or explosives of any type; notes, comments, or possession of materials pertaining to sexual content; threatening statements; destruction of school property; or any other unacceptable behavior may be cause for immediate suspension or permanent expulsion from NCCS.

## **DISCIPLINARY PROCEDURES:**

When a student is sent to the office, he will be counseled and a Discipline Referral (Pink Slip) will be issued. It is to be signed by the parent and returned with the disciplinary assignment on the next school day. Failure to do so will result in the student being placed in In-School Suspension (ISS) until the assignment is written. Accumulation of Pink Slips will be treated as follows.

- |              |                                                                                                                                                                                    |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 Pink Slip  | The parent will be called and a disciplinary assignment will be given. Further discipline will be the parent's responsibility.                                                     |
| 2 Pink Slips | The parent will be asked to come to the school and discipline the child immediately. If the parent is unavailable, the student will be placed in ISS for the remainder of the day. |
| 3 Pink Slips | The student will immediately be suspended for one day and placed on PROBATION*.                                                                                                    |
| 4 Pink Slips | The student will be suspended for a minimum of two days and asked to withdraw at the end of the grading period. A conference is necessary before the student returns to school.    |
| 5 Pink Slips | The student will be expelled from school.                                                                                                                                          |

\*Probationary students who wish to enroll for the next school year are placed in the waiting pool. Re-enrollment will depend upon approval by the Admission's Committee. Probationary status is removed when a student completes a semester without any behavioral problems.

## **DRESS CODE**

While it is true that looking and acting a certain way doesn't make anyone Christian, our purpose must always be to honor Christ with our bodies (1 Cor. 6:19). With this in mind, we suggest that you and your children ask these questions as you choose school clothes: Does this garment draw more attention to the outward appearance than to the inner self? Does it honor Jesus Christ? It is appropriate to a Christian school setting? Is it modest, attractive, and neat?

The guidelines given below are designed to help clarify our expectations for your children as they attend NCCS. Please assist us in guiding them to honor these standards.

### **General Guidelines:**

- Students must be appropriately dressed and groomed in a way that is **not distracting to the educational process.**
- All clothing must be **neat, clean, appropriately sized** (not too tight or baggy), and **free of tears, patches, or worn spots.**

- Writing on shirts, sweaters, and sweatshirts is to be limited to NCCS logos or traditionally sized business logos appropriately placed on the shirt, sweater, or sweatshirt.
- Jackets, coats, backpacks, lunch boxes, notebooks, etc. with messages or pictures that portray cults, inappropriate super heroes, violence, rock stars, immorality, drugs, or other things not appropriate to Christian behavior **are not to be worn or brought to school.**

### **Shirts & Tops:**

Boys & Girls Long or short sleeved polo shirts or collared dress shirts/blouses  
 Turtlenecks may be worn alone or under a collared shirt, sweatshirt, or sweater.  
 Button and zip-up sweaters and sweatshirts are to be worn over a collared shirt or turtleneck.  
 Un-tucked tops must not exceed the bottom of a traditional hip pocket.

#### Not Acceptable

T-shirts (long or short sleeved), tank tops, sundresses, see through clothing, midriffs, low necklines, or clothing that reveals undergarments or skin that should not be seen

### **Skirts & Pants:**

Boys & Girls Pants (long, short, or Capri) must be “Dockers” styled, corduroy, or denim.  
 Pants must be without writing, decoration, or frayed spots.  
 Shorts, skirts, dresses, and Capri pants are to be knee length or longer.

### **Footwear:**

Boys & Girls Shoes should be low-heeled, non-skid, and be kept tied or fastened.  
 We prefer that all students wear non-skid tennis shoes.

#### Not Acceptable

Flip-flops or any other loose fitting shoes

### **Hairstyles:**

Boys & Girls Hair is to be neatly trimmed or styled so that it does not cover the eyes.  
 Extreme hairstyles or unusual coloring of the hair will not be permitted.

Boys Hair is to be neatly trimmed and not exceed the shirt collar and mid-ear.  
 Braided hair is not to be longer than the bottom of the shirt collar.

### **Jewelry/Accessories:**

Boys & Girls Jewelry and accessories should be kept at a minimum, be noiseless, and be appropriate for their gender.

Boys No earrings

*NOTE:* Final determination and interpretation of the dress code is at the discretion of the administration or administrative designee.

## **HEALTH & MEDICATION**

A Physical Examination form completed by your family physician must be submitted at the time of admission. Absences due to illness shall be explained in a written statement or phone call from the parent or guardian. A child who is ill, running a temperature, or not fully recovered from an illness shall not be admitted.

Please do not send your child to school if any of the following conditions exist:

1. A temperature of 100 degrees or more - (Must be fever-free for 24 hours before returning to school)
2. Any inflammatory eye condition
3. More than one bout of diarrhea
4. Sore or inflamed throat
5. Discharge from ears
6. Pediculus (head lice): must be nit-free before returning to school (check by the school nurse is required)
7. Other skin diseases: exclude until cured, or have child obtain a statement from his/her physician stating that the condition is not contagious.

## **MEDICATION GUIDELINES**

Below are guidelines that must be followed when you bring medication for your child:

1. STUDENTS MAY NOT CARRY MEDICATION OR SELF-ADMINISTER ANY MEDICINE (Exception: Inhalers in case of life-threatening Asthma and only then with written permission of physician)
2. All medication should be sent directly to the school office.
3. All prescription medication should be in the original container labeled with the child's name, instructions and the physician's name.
4. All non-prescription medication should be in the original container labeled with the child's name, and note from a physician indicating time and dosage. Physicians may send a standing order of non-prescription medicine that will be kept on file in the main office.
5. Directions on the medication bottle, whether prescription or non-prescription, and the doctor's directions, must be in agreement with parent's written directions.
6. When a student becomes ill, it is imperative that we have current home, work, pager, and cell numbers. Ill students must be picked up promptly so as not to jeopardize the health of others.

## **TARDY POLICY**

The discipline of showing up for school on time is equally as important as regular attendance. Students who enter the class after the morning bell cause a disturbance to the class and start the day off on a bad note. We suggest that students get to school by **8:15 a.m.** in order to have time to get a drink, go to the bathroom, hang their coat in the locker,

and get their books and papers ready for class. Bell-work assignments will be given each day; which if completed can add points to the student's overall grade.

**TARDY:** The tardy bell rings at 8:30 a.m. A student who is not in the classroom ready for the day to begin by this time is considered tardy to school.

### Excused Tardy

The student must have a dated note from a parent or doctor to be considered excused. Reasons for excused tardies include, but are not inclusive:

- Doctor or dental appointments
- Specific car trouble
- Electrical failure
- Bad weather conditions

Consequence: Three tardies in a **quarter** equals an absence, which counts against perfect attendance. Three tardies in a **month** takes a student off of good citizen.

### Unexcused Tardy

Reasons for unexcused tardies include, but are not inclusive:

- Getting a late start
- Forgetting to set the alarm
- Other family members or riders caused you to be late

Consequence: Three tardies in a **quarter** equals an absence, which counts against perfect attendance. Three tardies in a **month** takes a student off of good citizen.

Any tests or quizzes taken, or assignments collected before the student arrives will be considered late and will have a deduction in grade.

Excessive unexcused tardies (6 or more in a quarter) may be cause for dismissal at the end of a semester and/or may affect consideration for re-enrollment the following year.

## **WITHDRAWAL PROCEDURE**

If a student withdraws during the course of the school year, it is the parents' responsibility to complete standard withdrawal procedures through the school office. The parent should notify the school at least two days prior to withdrawal. Withdrawal procedures are complete when the parent has signed the withdrawal form, cleared outstanding debts, returned any library books or school property on loan, and the student's teacher has completed and signed the withdrawal form. Records will not be released until this process has been

completed. Should you decide to withdraw your child/children, please refer to the Schedule of Fees for the tuition refund policy.

## **GENERAL INFORMATION**

### **BIRTHDAYS**

To allow your child to celebrate their special day with school friends, you may, if you wish, bring store bought, individually wrapped birthday treats to school. We ask that you please make arrangements with the teacher prior to sending treats, so that we do not have several in one day. Birthday treats will only be served during the child's lunch time. Please remember this is not a "party time"; you are only providing a treat for the class during their lunch period.

Party invitations **cannot** be distributed at school unless you are inviting the whole class or all of the boys/girls in the classroom.

### **BOOK BUCK BONANZA**

Since all other areas in the school are dependent upon reading, we have an incentive to help our students excel in this area of great treasure. Book Bucks will be given for all the reading done. The teacher will keep the book bucks until the end of the year, and at that time the students will be able to spend the book bucks at the BOOK BUCK BONANZA. There will be an opportunity to buy things like snow cones, popcorn, books, cookies, games, toys, and other items. This is one of the most exciting days of the school year. Book Buck Bonanza is usually scheduled for the second or third Friday of May.

Students will receive one book buck for each 25 pages read. Pages read should be at an appropriate reading level for the student's grade. Titles of books and pages read are to be turned in each week during the year. Large accounts of pages read will not be accepted.

### **CELL PHONES**

Students are not allowed to use cell phones during school or daycare hours. We prefer that cell phones not be brought to school. However, if for some reason it is brought to school, the cell phone must be turned off and kept in the student's locker. If the phone rings during the day or the student is caught using a cell phone, the student will receive a disciplinary pink slip.

### **CHAPEL**

Chapel is a highlight each week for our elementary students. They enjoy Biblically based action songs and hear challenging messages geared to their age level. Each class has the opportunity to share in chapel throughout the school year.

Daily chapels are sometimes held during spiritual emphasis or mission's week. Special children's workers and missionaries are brought in to present the Gospel and missions to our students.

Elementary chapels are held each Tuesday. Parents and guests are always welcome. Please call the office for specific times of grade level chapels.

## **EMERGENCY PROCEDURES**

In the event of a fire, tornado, etc. the school's emergency procedures will be followed. These procedures are posted in each classroom and practice drills are conducted monthly during the year.

## **DAILY SCHEDULE**

The regular class schedule is Monday – Friday from 8:30 a.m. to 3:00 p.m. Half-day schedule is 8:30 a.m. to 12:00 p.m. Special days off and irregular class hours will be announced via school calendar or by notice to parents as occasions occur.

## **EXTENDED CARE PROGRAM**

North County Christian School does have an extended care program for students in Grades 1-6. This is available for before and after school hours. The hours are as follows:

Morning session: 6:00 a.m. - 8:15 a.m.

Afternoon session: 3:00 p.m. - 6:00 p.m.

Students arriving at 8:00 a.m. or before and/or staying past 3:25 p.m. will be sent to extended care and charged.

This program is also available during most school holidays and vacations.

## **FIELD TRIPS**

Field trips and school events scheduled during the school day are considered part of the instructional program at NCCS. Attendance is required. Permission slips will be sent home and must be signed and returned in order for the student to participate in an event.

Your activity fee covers the transportation cost of St. Louis area field trips. Entrance fees are the responsibility of the parent/student. Parents are always welcome on field trips and special event days; however, space is sometimes limited. Parents will be selected to go on a first sign-up basis. Field trips are only for students and their parent sponsors; please make other arrangements for younger siblings or other family members. We do expect the parents and sponsors to dress according to school dress guidelines for the particular field trip or event.

## **FUNDRAISERS**

The purpose of fundraisers is to provide funds for equipment and improvements that are not taken care of in the school budget. Our fall Kathryn Beich campaign is the main fundraiser of the year. Other fundraisers are made available for you to participate in throughout the year. We also have several on going programs you can participate in that generate funds for our school. All of our fundraisers are voluntary and it is your choice as to which one or ones you participate in.

### **ANNUAL**

- *Fall Fundraiser* - A Kathryn Beich catalog campaign is first fundraiser of the school year. Money is due at the time of the order and product is usually delivered within four weeks. There is an awesome prize program with this fundraiser.

### **ON-GOING**

- *P.A.S.S. (Scrip) Program* – 50% of the profit from this fundraiser goes directly to **your** tuition payment or other designated NCCS bill. All you do is buy grocery or other retailer (food &

merchandise) gift certificates (scrip) at face value from the school office. The school and **you**, the parent, split the profit 50/50 and benefit from scrip.

- *Target* – When you use your Target charge or Target Visa at Target, NCCS gets 1% of your purchase. If you use your Target Visa anywhere else, NCCS gets ½%. Be sure to call the number on your Target charge bill and tell them you want your profits to go to NCCS.
- *Clothing Donations* – Bring all your used clothing or shoes to NCCS. Wash them, bag them, and place them in the Yellow House at either the North or South Campus. NCCS earns cash for each pound of clothing donated.
- *Printer Cartridge Recycling* – Bring all your used printer cartridges, cell phones, and pagers, and place them in the designated container outside the main office and NCCS earns cash.
- *Papa John's Pizza Night* – Buy pizza at Papa John's from their regular menu on designated NCCS nights (usually the 3<sup>rd</sup> Tuesday of the month) and NCCS gets 20% of all NCCS purchases.
- *Office Depot* – Use our school code number when you buy your school supplies at the beginning of the school year. NCCS will earn 5% on your purchase.

Unless otherwise designated, all donations and fundraising efforts of the school go to the development of our educational programs or capital improvements.

## **HELP CLASS**

The teacher may schedule help class before or after school for students making a low grade or needing to make up missed work and tests. We will do our best to schedule a time convenient for you. Parents must provide transportation for their student and, if necessary, care for siblings and carpool riders.

## **HOMEWORK**

**Homework Definition:** Any work planned or approved by the teacher to be completed by the student outside of the regular classroom without the immediate and direct supervision of the teacher is homework. Essentially there are three common types of homework assignments:

- **Practice** – Following classroom explanation, illustration and drill on new work, practice exercises are given so that material can be mastered. Practice assignments generally involve material that is submitted to the teacher.
- **Review** – Prior to examination or evaluation an opportunity to refresh, organize and strengthen the understanding of the learned concepts. Review assignments (i.e. “study spelling words”) generally do not involve a product that is turned in to the teacher
- **Extension** – Extension assignments encourage the student to go beyond the work done in class. Projects that require organizational skills, problem-solving methods, and research / collection activities are beneficial for learning applications.

**Purpose:** The role of homework as a link between home and school is a vital one. Homework assignments can serve to unite parent, child and teacher in the educational process provided there is good communication and developed guidelines that form the basis for homework assignments.

**Expectations:** Homework shall be assigned in such quantities as to provide adequate training in independent study and in practicing the skills conferred in the classroom. To help students budget their time, parents should expect daily homework requirements of 10 minutes per grade level.

Grade 1	10 minutes or less	Grade 4	40 minutes or less
Grade 2	20 minutes or less	Grade 5	50 minutes or less
Grade 3	30 minutes or less	Grade 6	60 minutes or less.

On Wednesdays and Fridays, homework will be limited to review and extension assignments to provide flexibility for families and congruence with our mission statement.

The time guidelines are based upon the average student. If a student consistently has difficulty completing homework assignments within these time guidelines, the parent and teacher should meet to discuss concerns that may be occurring in the areas of time management, length of assignments, or learning difficulties.

Daily homework is expected to be completed and turn in on the next school day. Homework not turned in will be accepted late, but with a reduction in grade. Homework turned in more than three days late will receive a failing grade. Students who continually turn work in late may lose the three-day grace period and will receive a '0' grade on all late work.

**Homework Exemptions and Extensions:** On occasion, parents may request a homework exemption or homework extension for assignments that fall into the "practice" category. These should be reserved for unusual circumstances. If homework assignments are creating a continued interference with a church activity, this should be discussed with the teacher for assignment modifications. Review and extension assignments should not require exemptions or extensions because they are given in advance, designed to occur over a period of time and should be planned for.

**Test Schedule:** Subject test dates are provided in advance so students can be reviewing days before the test is administered. Test dates are subject to change if a teacher determines that the class is not ready for the exam. However, students who are absent from class prior to the test date are not exempt from the test unless the teacher is aware of material that the student would not have had opportunity to learn prior to the test. Test administration will be at the teachers' discretion.

**Student Planners:** The students are required to have a Student Planner in which to write assignments. Parents should check and sign the Student Planner each night. The teacher will check them daily. Planners will be given to the students on the first day of school.

**Parental Assistance:** Your children, of course, are the ones who must do the work and do it appropriately, but you are the one who can help make it all possible. Your child needs a time and place for doing homework. They also need your encouragement and help from time to time.

**Reading:** Parents should promote reading by taking time to read with their younger students and encouraging their older students to participate in reading activities. In developing an avid reader, it is most helpful that you lead by example.

## **HOUSEKEEPING**

Every student is responsible for helping to keep his classroom and school clean. Each class will follow a duty schedule so that every student will take turns cleaning up after their class uses the various areas of the campus. All students will be expected to keep their own desk and floor area surrounding it clean and in order.

## **LIBRARY**

We have over 5000 volumes of reading books and reference materials. Each class is scheduled a time to visit the library to check out books for a two-week period. Late fees accrue at a rate of \$ .05 per day up to the cost of replacement. The parent is responsible to replace books that are lost or returned damaged.

## **LUNCH**

All students must eat lunch in the cafeteria or with their class in their classroom.

Sack Lunches should be nutritional and not laden with candy and sweets. Carbonated soft drinks are not allowed.

Hot Lunches may be purchased from our cafeteria. A menu is provided at the beginning of each month. Students may pay for their lunches by the day, week, or month.

Parents may bring in fast food lunches as long as they do not include a soft drink and that it is delivered at the beginning of the child's lunch period. The office cannot be responsible for delivering lunches to the students and the students cannot be allowed to stay in the cafeteria after their class is finished with lunch.

## **PERSONAL PROPERTY**

The school cannot be responsible for personal items brought to school. Please write your child's name on all clothing, books, lunch kits, etc., that may be brought to school. All lost items will be placed in the **Lost and Found Box** that is located outside the elementary office. Please check the **Lost and Found** on a regular basis. Lost items with names will be returned to the owner. Others will be distributed to the needy at the end of each quarter.

Walk-mans, hand video games, cell phones, pagers, and toys in general are not allowed at school unless specifically requested for classroom use. Unapproved items brought will be confiscated and only returned to the parent. A note asking it to be sent home with the child will not be honored.

Possession of items related to pornography, sexual materials, fireworks, drugs or weapons (knives, pointed objects, guns, etc.) are grounds for suspension or expulsion. Students in possession of drugs or weapons will be reported to the police.

## **RECESS**

The children will play outside when the weather permits. If you feel your child should stay inside, WE MUST HAVE A NOTE FROM THE PARENT OR DOCTOR STATING THE REASON.

We provide the recess period so the children can have an active physical deviation from the study in the classroom. Please do not misuse this privilege. Doctors tell us that children will be healthier if they are allowed to have plenty of fresh air.

## **SCHOOL PROPERTY**

Library books, classroom materials, desks, computers, science lab equipment, and many other items are here for student use. We expect the students to take good care of the items and return them in the same condition as borrowed. It is the responsibility of the parent to pay for the replacement or repair of school property that has been misplaced or damaged. Direct vandalism and destruction of property will be cause for suspension.

## **SOLICITATION**

There is to be no solicitation of students or teachers for any reason without the prior approval of the administration.

## **TELEPHONES**

Between the hours of 8:00 a.m. and 3:30 p.m., students may use the office telephone **only for emergencies** and teacher or administration-directed calls. The office phone is not for planning of a student's evening or weekend activities.

## **VISITORS**

Prospective students or parents who wish to visit the classrooms should make special arrangements with the office at least one day before the visit. Parents of current NCCS students are always welcome to visit; however, we do ask that you check into the office before going to the classroom and that you limit your visit to one hour. **All visitors must dress within the guidelines of the school dress code while visiting our classrooms.**

## **WEATHER CANCELLATIONS**

In the event of inclement weather, school opening may be delayed or canceled altogether. The standard delayed opening will be a 2 hour delay. School will start at 10:30 am. Delayed openings and school cancellations will be announced on the following radio and television stations:

<b>RADIO/TV STATIONS</b>	<b>ANNOUNCEMENT TIMES</b>
KMOX 1120AM	5:30 – 6:30 a.m.
KSIV 1320AM	6:05 – 7:05 a.m.
KSDK Channel 5	Starts showing at 5:30 a.m.
KMOV Channel 4	Starts showing at 5:30 a.m.

## **ACADEMICS**

The mastery of Language Arts is essential for a child to succeed in school; therefore, much time is given to this subject. The ability to speak clearly, read well, and listen carefully implements the rest of the curriculum and serves to facilitate growth. This also influences the child's success outside of school, since most of their waking hours are spent in some form of communication.

If a student learns the basics that are taught in the primary grades, he will be able to do average to above average work in the intermediate grades. Each grade has a goal to reach in every subject and these will be reached by much study and drill work.

NOTE: Contrary to popular thought, studies have shown that the home atmosphere is much more important to the child's reading development than school instructions. This explains the fact that two children can sit in the same class, receive the same instruction, and yet differ widely in their reading ability.

The interested parent will make the time to sit down every day with their child and read with them. This can make all the difference in the world for the child's future reading ability. It will also greatly reinforce the work of the school.

## **CURRICULUM**

North County Christian School uses curriculum material printed by A Beka Book Publications. A Beka Book is a part of the largest Christian school in America: Pensacola Christian School in Pensacola, Florida. The materials were developed as a result of actual classroom experience in Pensacola and are now used in thousands of Christian schools around the world.

The textbooks and other materials are thoroughly Christian in philosophy and approach. We feel that these materials, taught by committed, dedicated Christian teachers in an atmosphere of Christian love and discipline, provide the finest education available today.

### **FIRST GRADE (6 years old by August 1<sup>st</sup> and completed Kindergarten)**

READING: Christian Reading Series and other readers. PHONICS: Phonetic drills and word analysis skills. WRITING: Manuscript, cursive, spelling, writing words and sentences. ARITHMETIC: Addition, subtraction, introduction to simple tables of multiplication, money values, story problems, and simple fractions. History, science, health, Bible, poetry, music, art, computer, and physical education are also included.

### **SECOND GRADE**

READING: Continue Christian Reading Series and other readers. PHONICS: Phonetic drill and word analysis skills. WRITING: Cursive, spelling, vocabulary building, and penmanship. ARITHMETIC: Addition, subtraction, combinations, introduction to multiplication, and Roman numerals. History, science, health, Bible, poetry, music, art, computer, and physical education are also included.

### **THIRD GRADE**

READING: Continue Christian Reading Series, including Pilgrim's Progress. ENGLISH: Grammar, book reports, punctuation, penmanship, spelling, vocabulary, and poetry. ARITHMETIC: Addition, subtraction, multiplication, division, combinations, and story problems. HISTORY: A look at famous people of America. SCIENCE: Health, natural and physical science. Bible, music, art, computer, and physical education are also included.

### **FOURTH GRADE**

READING: Character-building patriotic stories and comprehension. ENGLISH: Grammar and usage, composition, book reports, spelling, vocabulary, and poetry. ARITHMETIC: Drill in speed and accuracy in addition, subtraction, multiplication and division of two digit numbers, working fractions, and measures. HISTORY: General survey of American history plus an intense study of the State of Missouri. SCIENCE: Health, survey of earth science, weather, plants, insects, and water. Bible, music, art, computer, and physical education are also included.

### **FIFTH GRADE**

The fifth grade classes are departmentalized; Reading, English, and history will be taught by one teacher and science and math by another. READING: Character-building patriotic stories, speed-reading, and comprehension. ENGLISH: Grammar and usage, creative writing, library research project, book reports, spelling, vocabulary, and poetry. ARITHMETIC: Drill in speed and accuracy in the four arithmetic processes, decimals, fraction, and word problems. HISTORY: Geography, study of ancient civilization up to the present in the Eastern Hemisphere, and map work. SCIENCE: Health, survey of weather, energy, plants, animals, geology, and conservation. Bible, music, art, computer, and physical education are also included.

### **SIXTH GRADE**

The sixth grade classes are departmentalized; Reading, English, and history will be taught by one teacher and science and math by another. READING: Character-building patriotic stories, speed-reading, and comprehension. ENGLISH: Grammar and usage, creative writing, library research project, book reports, spelling, vocabulary, and poetry. ARITHMETIC: Drill in speed and accuracy in the four arithmetic processes, fractions, decimals, percentages, graphs, metric system, and geometric figures. HISTORY: Geography, a study of the Western Hemisphere, and map work. SCIENCE: Health, creation, chemistry, physics, earth, and space science. Bible, music, art, computer, and physical education are also included.

## **GRADING**

### **PROGRESS REPORT**

A progress report will be sent home on the Wednesday following the fourth week of each quarter. The report will give an approximate grade in each subject for the first four weeks of the grading period.

### **REPORT CARD**

A report card will be sent home on the Wednesday following the end of each nine-week grading period. The nine-week grades of each subject will be averaged together to make the semester and year end grades. Only the semester grades will be placed in the student's permanent record.

#### GRADING SCALE

A	100-95	B+	91-90	C+	83-81	D+	73-71	F	64-0
A-	94-92	B	89-88	C	80-77	D	70-67	I*	
		B-	87-84	C-	76-74	D-	66-65		

\*A grade of 'incomplete' (I) may be given when your child has missing work. To receive credit for the work, the student must submit the missing work within a week after the grading period end. If the work is not submitted, a grade of '0' will be averaged in and a quarter grade will be issued.

#### HONORS

We believe that those who follow the rules and work hard academically should be rewarded for their efforts. Therefore, we have an extensive list of awards that the children can work for during the day, week, and school year.

#### WEEKLY

**CLASS** Each teacher has a system of incentives and rewards for individual students and the whole class. **INCENTIVES** are given for academics and behavior. **REWARDS** include: stickers, candy, public praise, a pat on the back, a special privilege, field trip, etc.

**CHAPEL** One or two students from each class are recognized for academic or behavior achievements. All birthdays are acknowledged in chapel.

**MONTHLY** (Usually given in the first chapel of the month)

**GO-GETTER** - Students who are able to say the month's Bible verses perfectly by the third Tuesday of the month.

**GOOD CITIZEN** - Students who have met the following requirements each month.

- Gives 100% effort in school work
- Completes all homework on time
- Has no more than 2 late (1day) assignments in a month
- Memorizes the Scripture for the month
- Is not tardy more than 2 times a month
- Exemplifies good behavior and a Christ-like attitude. A disciplinary visit to the office or more than four cards (4 yellow or 3 yellow & 1 blue) pulled during the month will disqualify them for Good Citizen.

Students in 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grade will receive a "special" time with the principal at the end of every month.

**QUARTERLY** (Given in the first chapel following the end of the quarter)

**'A' HONOR ROLL** – Students who have all A's.

**'AB' HONOR ROLL** – Students who have all A's & B's.

**YEARLY** (Given on the last day of school at the Awards Assembly)

**BIBLE MEMORY PLAQUE/BAR** – The first year a student is in our school, they will receive a plaque for saying their memory verses each month. Every year, thereafter, they will receive a date bar to place on their plaque signifying each year they said all their verses.

**BIBLE MEMORY TROPHY** – Students who can say the complete year's memory work in one sitting. They also must have said the monthly verses throughout the year.

**GO-GETTER AWARD** – Students who earn Go-Getter status every month.

**BOOK BUCK BONANZA TOP READERS** – The top readers of each class.

**GOOD CITIZEN FIELD TRIP** – (Usually taken during the 3<sup>rd</sup> week of May) Students in grades 4<sup>th</sup>-6<sup>th</sup> who earn Good Citizen status every month.

**GOOD CITIZEN AWARD** – Students who earn Good Citizen status at least seven (7) months of the year and have had no 'Pink Slips'. (See page 9)

**PRINCIPAL'S AWARD** – Students who have met the following requirements during the year will receive the Principal's Award.

- Earns an 'A' in all subjects all four quarters
- Achieves Good Citizen every month

**PERFECT ATTENDANCE CERTIFICATE** – Students who did not miss more than 2 hours of any school day or were not tardy more than two times in a quarter.

**'A' HONOR ROLL** – Students who have all A's.

**'AB' HONOR ROLL** – Students who have all A's & B's.