

Introduction

Welcome to Grace Christian School!

As a Christ-centered, college-preparatory Grace Christian School's desire is to partner with Christian parents in teaching and training young people to have a mature faith in Jesus Christ, a love for learning, the tools to lead, and the desire to serve. This Handbook contains the policies and guidelines that will guide our partnership. These policies are not intended to be restrictive and legalistic, but rather liberating and enlightening. It is the purpose of Grace Christian School that you will read, understand, and follow the policies of this handbook as we will form a supportive community of faith with a common purpose—to develop and educate the whole student to the glory of God.

Mission Statement

To prepare students to be fruitful in God's kingdom by teaching needed skills and encouraging a close, personal relationship with our Lord and Savior, Jesus Christ.

Administrative Discretion

The intent of this handbook is to give general guidelines for students and parents. Sometimes new situations will occur or circumstances may arise that are not specifically covered in this handbook and the administration reserves the right to exercise its discretion in responding to these new situations.

Admissions

Grace Christian School is a discipleship school serving evangelical Christian families. GCS therefore reserves the right to refuse admission to students or families who do not adhere to the Grace Christian School Philosophy of Ministry. Because GCS is an evangelical Christian school, cult practice or membership, non-evangelical practice or membership, and lifestyle are some of the criteria that can be used in determining admission.

Procedure for Enrollment To gain admission to Grace Christian School

- Applicants must complete and submit the GCS online application, which is available at gracetabernacleaz.snappages.site
- The applicant and his/her parents are required to interview with the administrator after application is received.
- During the interview process, parents will read and sign a contract with GCS.
- Applicants must complete a written placement test. Which will be done at the school. There is a \$50 fee, due at time of testing.

Re-enrollment

Re-enrollment of current students will automatically be processed on May 1st unless parents notify the school with a desire to opt out.

- Students wishing to re-enter after one or more semesters of absence, must follow procedure for enrollment

Nondiscriminatory Policy

Grace Christian School admits students of any race, color, birth gender, and national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students of the school.

- We do not discriminate on the basis of race, color, birth gender, or national or ethnic origin in administering its educational policies, admission policies, programs, and other school-administered policies.
- GCS makes no distinction concerning an individual's race or ethnic background because we acknowledge that there can be no preferential treatment with God (Romans 2:11). We are bound to extend our ministry to all we can reach if we carry out our Lord's Great Commission (Matthew 28:18-20).

Being distinctly Christian, Grace Christian School emphasizes the need for a personal commitment to Jesus Christ. Accordingly, students and their families are encouraged to be faithful attendees of a local Christian church.

Financial Responsibility

Tuition for 1st through 8th grade is \$1750.00 per quarter.

Tuition for 9th through 12th grade is \$1950.00 per quarter.

The Arizona Department of Education has an empowerment scholarship account program. (ESA) This program will pay the tuition for students to attend Grace Christian school. While the parents have the financial responsibility, they can fulfill this responsibility using ESA. It is the parents responsibility to

create an account online at adeconnect.azed.gov. Follow the instructions on this website to create an account. You will need your child's birth certificate, a parent's proof of identification, and proof of residency. Once your application has been approved, you will be given a "class wallet" account. Each quarter you'll receive an invoice from Grace Christian school to be uploaded and paid through the class wallet. GCS administration can help you navigate this process if needed. The funded amount for each student will vary, depending on your student's account, discounts are available to match the tuition to the funded amount.

Updating Student and Parent Information

Parents are to keep the school office informed of all current information including:

- home address,
- phone number,
- emergency contact, name, and phone number.

- places of parents' employment,
- work phone numbers, and
- changes in marital status or custody (documentation required).

Failure to provide accurate or current information is a serious infraction which can result in possible safety issues.

Attendance

- Grace Christian School is in session in excess of 1,000 hours per school year. Please refer to the school calendar, gracetabernacleaz.snappages.site for specific days that school is not in session. If a student is not in school or at a school-sanctioned event (field trips, ACE competitions, etc.), he or she is considered absent.
- Students who will miss school for a preplanned reason or an extended period of time must have **prior** written approval from administration.
- A student with ten (10) or more absences per semester may lose credit for the courses involved or require grade retention.
- A doctor's note will be required after three (3) consecutive absences.
- Excessive or unwarranted absenteeism could result in dismissal.
- In order to be counted present for a school day, students must attend for a minimum of 4 hours.
- If a student is running a fever, please keep them home.
- If a student is running late or will be absent, please inform the school.

Students leaving campus

If the student needs to be checked out for any reason, the parent/guardian is required to come to the classroom and sign for the student's release.

Tardy to School

Grace Christian begins its day with school-wide praise and worship, Chapel service. This is a time dedicated to worshiping God through song, scripture, devotions, and in preparing our hearts and minds for the day. This period between 8:00 and 8:45 is an integral part of our day and is considered both vital and curricular. When students arrive late, they disturb the spirit of worship for those in attendance as well as miss the opportunity themselves. For this reason, we require all students to arrive at school and to report to Chapel on time. Three (3) tardies will result in one absence.

Field Trips

Field trips and school events are designed as part of the curriculum. Therefore, all students are expected to attend all field trips and school activities.

- If, for any approved reason, a student cannot participate in a field trip or co-curricular activity, the teacher will assign an alternate project that approximates the time and learning missed.

Phone Policy

Students are not allowed to have phones, earbuds, smart watches, tablets, or any electronic device during school hours.

- Cell phones brought to school must be turned off and placed in a designated storage upon arrival.
- No electronic devices are allowed at school & must be turned in with phones if brought.
- Phones will be stored in a secure location during the day and will be returned to students at dismissal.
- Students are to use phones for emergencies only.
- Emergency status will be determined at the discretion of the staff.
 - **Forgetting homework, uniforms, projects, lunches, or other items as well as checking on rides, do not qualify as emergencies.**
 - If a GCS schedule change occurs, students may be given permission to notify parents.

Dress Code

Students must arrive and leave campus in dress code.

GCS provides 1 shirt for all students to be worn on Wednesdays.

Shirts for the other days are to be without logos.

Shirts, pants, shorts, skirts, will be provided by parents/students. Pants, shorts, skirts will be relaxed fitting, and worn at the waist. Skin tight clothing and “sagging”, along with pajama bottoms, is prohibited.

- Uniform items that are in disrepair must be replaced. (At parent/student expense) This applies to rips, holes, writing/drawing, fraying, or any other factor that affects the general neatness/appearance of the article.
- Hats and caps are not to be worn inside of the building.
- Boys' hair will be short enough so that it doesn't hang over their colors.

- Distracting, offensive, or “extreme” jewelry is prohibited.
- Undergarments must not be visible.
- No writing or drawing on visible skin is permitted.
- Painting fingernails for boys is NOT permitted.
- All shoes must match and be closed-toed.
 - Flip-flops and beach-type shoes are prohibited.
 - Crocs are permitted provided they have closed toes and are not worn for PE.
- Outerwear worn in the building (jackets, fleeces, crewneck sweatshirts, cardigan/pullover sweaters, etc.):
 - may be worn **in addition to, but not in lieu** of the uniform.

Guidelines

- Faces and necks must be clean-shaven or neatly groomed.
- Hairstyles must have no extremes in color, length, or style.
 - Hair coloring is permitted provided it is of “natural” hair color (black, brown, auburn, natural red, blonde, or a tasteful blend of these).
- Hair must be properly brushed/groomed/or styled in a manner that looks clean, well-kept, and off the face/out of the eyes.
- Piercings are not allowed, except for traditional one in each ear piercing.
- Pants, shorts and skirts must be relaxed fitting. Worn at the waist. **(NOTE: all shorts and skirts must be long enough to touch the top of the kneecap):**

Field Trip Uniform Guidelines

Students are required to be in dress code for all field trips, unless otherwise noted.

Search of Students, back packs, or Book Bags

Occasionally, to ensure that prohibited items are not being brought onto school property and cell phones are not in student possession during school hours,

- school staff may ask students to empty their pockets.
- faculty/staff may search back packs, book bags, bags, and lunchboxes, etc., or students may be asked to empty the contents.

Homework

Should a student have homework, a homework slip will be sent home with the pages that need to be completed by the student. **The slip is to be signed by the parent acknowledging the student finished his/her homework and returned the following day.**

Academic progress

It is expected that each student will complete 72 paces each school year.

- Progress reports will be given at the end of each quarter.
- Report cards will be given at the end of each semester.
- Students are encouraged to work ahead and be responsible for their progress.
- In the event that a student falls behind parent teacher conferences may be requested.

General Information

Bible Version

Grace Christian School uses the King James version, KJV. Students are required to use this version for all homework, tests, class work, and memory work. Other versions may be used in discussions.

Publicity

Grace Christian School is committed to ensuring that your privacy is protected. GCS will use personal information, such as home addresses, emails, and phone numbers, for school-related communication exclusive of third party services. Personal information will not be shared, sold, or distributed outside of this ministry.

By enrolling a student at GCS, parents and students authorize GCS, or anyone authorized by GCS, to use and reproduce all audio and video and photographs which GCS takes of their child(ren), or any family member, produced for school literature, advertisements, and promotional purposes without further compensation. All copies, masters, negatives, pictures, and proofs shall constitute GCS property, solely and completely.

Volunteers/Visitors

Grace Christian School encourages positive parent interaction in our school, especially in chapel. We at GCS also need, and encourage volunteerism. If you would like to volunteer at GCS, please inform administration and get prior approval.

Discipline Policies

- The Bible clearly indicates that parents are responsible for the discipline (that is, training or instruction) of their children. Grace Christian School exists to assist parents in their God-ordained responsibilities. Therefore, GCS seeks not to assume the task which God gives to parents, but only to serve as the parents' appointed and authorized representatives in each child's training, in a limited way.

- In formulating a philosophy of education and discipline, GCS has attempted to align itself as closely as possible with the Bible's instructions to parents so as to provide the utmost consistency for the child between training at home and training received at GCS. In that same spirit, GCS likewise assumes parents will direct and discipline their children accordingly.
- If parents have chosen to follow a different course in directing and disciplining their children, then parents and students should realize that Grace Christian School may not be the choice in education that suits their needs.⁸
- Discipline may be correctly viewed as both a process and a product. God expects parents or other authorities to discipline children so as to produce a child who consistently becomes a more self-disciplined adult, requiring less supervision as he matures. He, then as a self-disciplined adult, assumes the role of training the next generation.
- God's ultimate purpose in charging parents with this task is to prepare children to enter into and mature within His spiritual family, and to respond to Him with respect and obedience on the basis of their former training by their parents.
- GCS's philosophy of education and discipline exists to serve and further this ultimate spiritual goal. God-given responsibilities in the disciple process exist not only for parents and teachers; they exist likewise for students.
- Students are to respond to GCS staff members with appropriate respect and courtesy. Any failure to maintain a biblical attitude of respect and obedience toward GCS authority, which manifests itself in improper behavior or violated standards, **BOTH ON AND OFF CAMPUS**, will result in disciplinary action appropriate for the violation.
- Major disciplinary offenses will first result in verbal warning. The second offense will result in a written warning, and the third may result in sending the student home, up to and including suspension or expulsion.
- After various forms of discipline have been attempted to correct an issue, temporary suspension from school may be enforced. If suspension is deemed necessary by staff, the student will be given a written warning, and then upon continued disobedience suspension will take place. The number of days and the form of suspension is at the discretion of the staff.
- A suspension does not release the students responsibility of completing schoolwork.
- Grace Christian School expects that parents will support the administration in such disciplinary action by encouraging obedience and respectfulness.
- Only while operating within the above philosophy of discipline can the educational process reach its maximum potential.
- Grace Christian School is committed to the philosophy and principles of Christian education. Student conduct against GCS philosophy will not be tolerated.
- The guidelines listed in this handbook are based on Christian principles, appropriate standards of conduct, and common sense.

- Guidelines provide boundaries for security and freedom. We trust that our students will respond with positive attitudes and conduct.

General Disciplinary Information

Standard of Conduct

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

Respect and Courtesy

GCS students are expected to be courteous and respectful in all situations and in all locations. Disrespect takes many forms, including, but not limited to the following:

- "sassing" or talking back to a teacher, or other students.
- name-calling, slandering, purposely leaving out of activities.
- willful disobedience (delayed obedience is also disobedience)
- willful damage to property, horseplay,
- willful damage to another's self esteem
 - including unkind or derogatory remarks, and
- disrespectful body language.

Weapons

In accordance with state policy, any student possessing or suspected of possessing a deadly weapon on school property or at school functions shall be reported to the appropriate police authority. The student will be disciplined¹⁰ in accordance with the outcome of the police investigation.

Harassment

Sexual, racial, or personal harassment or intimidation by students will not be tolerated. Such actions will be the basis for disciplinary actions up to and including dismissal from school. Students who feel that they are victims of such actions are encouraged to file a complaint with a principal or other faculty/staff member. Students will not suffer any retaliation for filing a complaint. Complaints will be investigated promptly and may include filing a report to the appropriate police authority. Students dismissed for disciplinary reasons will not be readmitted without review and approval of the school administration. Generally a one year waiting period must pass prior to reapplication.

Social-Networking Websites and Blogs

All students will be held accountable for what they text or post on blogs and on social-networking websites such as Facebook, Twitter, Instagram, Snapchat, etc. Student sites will not be regularly monitored, but the administration will investigate all concerns brought by students, parents, or community members. Any evidence of illegal or inappropriate behavior posted on the internet will be grounds for disciplinary action.

Grace Christian school counts it a privilege to instruct your children in academics and the ways of the Lord. We are honored by your trust and want to encourage and nurture an open dialogue moving forward.

App Downloadable:

