

Parent / Student Handbook 2023 - 2024



But seek ye first the kingdom of God,
and his righteousness;
and all these things will be added unto you.

– Matthew 6:33

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History and Governance

School History

The history of our school spans over 100 years with its humble beginnings in 1917 with Hammond Christian School operating a K-8 one-room schoolhouse just 1.5 miles north of our present location on Highway 63. Two years later, Baldwin Christian School opened its one-room K-8 school just 3 miles to the East, and operated there until the new and larger main building was erected in 1954 at the present campus.

By the early 1970s, the two schools decided to combine under the BCS name and campus. By 2009, BCS expanded to include 9th through 12th grades and the Society for Christian Instruction voted unanimously to adopt the classical method for student instruction.

Society of Christian Instruction

The school is owned, operated, and maintained by the Society of Christian Instruction (SOCI). Membership of the Society is composed of parents and family of students, staff, community members, and alumni who seek to support and maintain the vision for BCS by volunteering their time in various capacities with some serving as board of directors to govern the school as a whole.

Membership details are available upon request to the headmaster or any board member, and new members are always welcome and encouraged to get involved.

Administration

The SOCI Board of Directors is elected from among Society members. The board approves proposed budgetary, staffing, and curricula decisions, and governs school policy in conjunction with the Headmaster, who oversees the day to day operations and staff management..

Association of Classical and Christian Schools

BCS is a member of the Association of Classical and Christian Schools (ACCS). Our grades are designated according to the Trivium as follows:

- Grammar School – grades Pre-K - 6th
- Logic School– grades 7th - 9th
- Rhetoric School – grades 10th - 12th

BCS Vision Statement

The vision of the Baldwin Christian School is to classically *educate* students to *dedicate* their lives to God in order to *serve* their neighbor, country, and world for the sake of Christ.

BCS Mission Statement

Baldwin Christian School will fulfill its Vision through:

- A first-class Classical Christian curriculum
- Highly qualified Christian educators
- A spiritually-focused, educationally-rich environment

BCS Statement of Faith

1 - The Triune God

We believe in one God, eternally existing in three equally divine Persons: the Father, the Son, and the Holy Spirit, who know, love, and glorify one another. He is the Creator of all things, visible and invisible, and is therefore worthy to receive all glory and adoration. Immortal and eternal, he perfectly and exhaustively knows the end from the beginning, sustains and sovereignly rules over all things. (Deut. 6:4, Rom. 3:29-30, 1 Cor. 8:4-6, Ps. 90:2, Jer. 10:10, Gen. 1:26-27, Gen. 1:1, Gen. 3:15, Dan. 3:15)

2 - Revelation

God has graciously disclosed his existence and power in the created order and has supremely revealed himself to fallen human beings in the person of his Son, the incarnate Word. Moreover, this God is a speaking God who by his Spirit has graciously disclosed himself in human words: we believe that God has inspired the words preserved in the Scriptures, the sixty-six books of the Old and New Testaments, which are both record and means of his saving work in the world. These writings alone constitute the verbally inspired Word of God, which is inerrant in its original language and intent, infallible, and utterly authoritative. It is complete in its revelation of his will for salvation, sufficient for all that God requires us to believe and do, and final in its authority over every domain of knowledge to which it speaks. We confess that both our finite nature and our sinfulness preclude the possibility of knowing God's truth perfectly, but we affirm that, enlightened by the Spirit of God, we can know God's revealed truth sufficiently. (Rom. 1:19-20, Ps. 19:1-3, 1 Cor. 2:9-10, 2 Tim. 3:15-17, Isa. 59:21, 2 Tim. 3:16, 2 Pet. 1:19-21, Eph. 2:20, Rev. 22:18-19, Gal. 1:8, Hos. 8:12, 1 Cor. 2:6, 2 Tim. 1:13, John 20:31)

3 - Creation of Humanity

We believe that God created human beings in his own image, male and female (as defined by their bodies at the point of conception and observed both before and after birth by genitalia unique to either male or female accordingly). We believe that God designates each person to be

either male or female (with the exception of anatomical variations to this normative gender pattern that was established at creation that have been observed since the fall as described in Statement 4 below) to reflect his image uniquely, and that this designation cannot and should not be altered in any way. To do so would be to put ourselves in the place of God who specially knits each of us together in our mother's womb. Men and women, equally made in the image of God, enjoy equal access to God by faith in Christ Jesus. Adam and Eve were made to complement each other in a one-flesh union consisting of one man and one woman that establishes the only normative pattern of sexual relations for men and women. God ordains that they assume distinctive roles which reflect the loving relationship between Christ and the Church, the husband exercising headship in a way that displays the caring, sacrificial love of Christ, and the wife submitting to her husband in a way that models the love of the church for her Lord. (Gen. 1:27, 2:7, 2:22, 2:7; Eccles. 12:7, Col. 3:10, Eph. 4:24, Rom. 2:14, Job 10:11, Ps. 139:13, Gen. 1:28, Eph. 5:22-32, Rom. 1:26-27, Col. 3:11, Gal. 3:28 Gen. 2-24)

4 - The Fall

We believe that Adam, made in the image of God, distorted that image and forfeited his original blessedness—for himself and all his descendants—by falling into sin through Satan's temptation. As a result, all human beings are alienated from God, corrupted in every aspect of their being (e.g., physically, mentally, volitionally, emotionally, spiritually) and condemned finally and irrevocably to death—apart from God's own gracious intervention. (Gen. 2:16-17, Ps. 51:3-5, Gen. 6:5-6, Rom. 3:9-18, Eph. 2:1-3, Jer. 17:9, Matt. 15:10-20, Rom. 7:15-20, Eph. 2:3)

5 - The Redemption of Christ (The Gospel)

We believe that, moved by love and in obedience to his Father, and according to the eternal plan of the triune God to save a great multitude of sinners from every tribe, language, people, and nation, the eternal Son became human--fully God and fully human being, one Person in two natures. The man Jesus was conceived through the miraculous agency of the Holy Spirit and was born of the virgin Mary. He perfectly obeyed his heavenly Father, lived a sinless life, performed miraculous signs, was crucified, arose bodily from the dead on the third day, and ascended into heaven. As the mediator, he is seated at the right hand of God the Father.

We believe that by his incarnation, life, death, resurrection, and ascension, Jesus Christ acted as our representative and substitute fully discharging the debt of all sinners, justifying all who come to him by faith alone and satisfying God's justice by grace alone. By his resurrection Christ Jesus was vindicated by his Father, broke the power of death and defeated Satan who once had power over it, and brought everlasting life to all his people; by his ascension he has been forever exalted as Lord and has prepared a place for us to be with him. We believe that this salvation preached in the gospel is found in no one else but Jesus. (John 6:38, Rev. 5:9, Php. 2:6-8, Lk. 1:34-35, Heb. 4:15, Mk. 15-16, Heb., 2:9-10, 1 Cor. 15:14-22, 1 Cor. 15:52-57, Php. 2:9-11, Acts 4:10-12, John 14:2-3)

6 - The Power of the Holy Spirit

We believe that this salvation, attested in all Scripture and secured by Jesus Christ, is applied to his people by the Holy Spirit. Sent by the Father and the Son, the Holy Spirit glorifies the Lord Jesus Christ, and is present with and in believers. He convicts the world of sin, righteousness, and judgment, and by his powerful and mysterious work regenerates spiritually dead sinners, awakening them to repentance and faith, and in him they are baptized into union with the Lord Jesus. By the Spirit's agency, believers are renewed, sanctified, and adopted into God's family; they participate in the divine nature and receive his sovereignly distributed gifts. In this age the Holy Spirit indwells, guides, instructs, equips, revives, and empowers believers for Christ-like living and service. (Gal. 4:6, John 16:13-14, 1 Cor. 6:19-20, John 16:8, Titus 3:5, Rom. 12:1-2, 1 Cor. 6:11, Gal. 4:6-7, Gal. 5:22, Eph. 4:7, John 7:37-39, John 16:13, 1 Cor. 2:9-10, Acts 1:8)

7 - The Church

We believe that God's new covenant people have already come to the heavenly Jerusalem; they are already seated with Christ in the heavenlies. This universal church is manifest in local churches of which Christ is the only Head; thus each "local church" is, in fact, the church, the household of God, the assembly of the living God, and the pillar and foundation of the truth. The church is the body of Christ. The Church is distinguished by her gospel message, her sacraments, her discipline, her great mission, and, above all, by her love for God, and by her members' love for one another and for the world displayed in the good works that are the indispensable evidence of saving grace. The church is the corporate dwelling place of God's Spirit, and the continuing witness to God in the world of the kingdom of God, already present but not fully realized. (Rev. 21:2, Eph. 2:6, Rev. 2-3, Eph. 1:22, 5:23, 1 Tim. 3:15, Rom 12:4-5, Col. 1:4, Eph. 2:10, John 14:17, Acts 1:8)

8 - The Sacraments

We believe that baptism and the Lord's Supper are ordained by the Lord Jesus himself. The former relates to entrance into the new covenant community, the latter with ongoing covenant renewal, neither being salvific in and of themselves. Together they are simultaneously God's pledge to us, divinely ordained means of grace, our public vows of submission to the once crucified and now resurrected Christ, and anticipations of his return, and of the consummation of all things. (Matt. 28:19, 1 Cor. 11:23 Gal. 3:27-28, Luke 22:19-20, 1 Cor. 12:13, Rom. 4:11, Gen 17:7-11, Eph. 1:10, Col. 2:12, Eph. 1:10)

9 - The Restoration of All Things

We believe in the personal, glorious, and bodily return of our Lord Jesus Christ with his holy angels, when he will exercise his role as final Judge, and his kingdom will be consummated. We believe in the bodily resurrection of both the just and the unjust—the unjust to judgment and eternal conscious punishment in hell, as our Lord himself taught, and the just to eternal blessedness in the presence of him who sits on the throne and of the Lamb, in the new heaven and the new earth, the home of righteousness. (Matt. 25:31, Mk. 13:26, Acts 1:11, 1 Cor. 15:22,

Mark 13:27, 1 Cor. 15:22, Mk. 13:27, 2 Cor. 5:8-10, Php. 3:20-21, 1 Thess. 4:14-17, Nahum 1:2, Matt 12:36-37, Rom. 1:18, Eph. 5:5-7, Rev. 20:11-15, Rev. 21:1-7, Rev. 22:12-15)

BCS Educational Philosophy

Excellent education is founded upon disciplined, eager attention to learning. This discipline rests upon a student's moral character, and this moral character is developed through a personal relationship with God through Jesus Christ.

We believe that Scripture assigns parents the primary responsibility for educating their children and BCS strives to provide an environment of partnership in that endeavor. We:

1. Provide a clear model of Christian life through our staff and Board members. (Matt. 22:37-40)
2. Encourage every young student to begin and to continue to develop a relationship with God the Father through Jesus Christ and the work of the Holy Spirit. (Matt. 28:18-20)
3. Teach all subjects from a Biblical worldview as parts of an integrated whole with Scripture at the center. (2 Tim. 3:16-17)
4. Provide students with a **classical education**, in which we emphasize in all subject areas **grammar** (the fundamental facts and rules of each subject), **logic** (the ordered relationship of particulars in each subject), and **rhetoric** (the expression in speech and writing of the ideas of a subject).
5. Encourage all students to develop wisdom, discernment, and a love for learning. We strive to teach our students how to learn for themselves and how to express what they have learned, how to think rather than simply what to think.

We believe that the holistic approach realized by the classical Christian educational model is ideal in preparing students to retain knowledge, think logically and analytically, communicate effectively, and succeed in living out God's calling on their lives. Within that context, every teacher is passionate about his subject area and has exceptional qualifications to perform this role with excellence. We maintain high academic standards for each student, with the expectation that each student can succeed. We encourage every child to maximize his learning potential and develop a lifelong love for learning.

Students and parents respect BCS teachers, not only as role models and instructors, but also for their commitment to truth and their genuine concern for children. Intelligence, creativity, responsibility and loyalty are characteristics of our faculty.

Parents expect and appreciate direct and regular communication from faculty regarding their children. Reciprocally, parents are responsive to suggestions from teachers and administrators for helping students. The Headmaster, under the authority of the School Board, oversees the implementation of the Mission Statement in the school. In their capacities as policy-makers and

community leaders, the Headmaster and the Board advance BCS's role as an institution dedicated to providing the best education for children.

By providing moral and ethical standards, BCS prepares its students to honor and respect our savior Jesus Christ as they accept the privileges and responsibilities of a free people in a constitutional republic. Every child is capable of achieving his potential to the fullest extent when afforded respect, fairness, kindness, discipline and appropriate instruction.

Resolving Conflict

In Matthew 18, the Lord gives instruction concerning the manner in which Christians must settle disagreements. The process has three steps. The first crucial step is going to the offending party personally. If the offending party doesn't repent, the second step is going to the offending party and bringing another Christian along to serve as a witness. If step two doesn't yield repentance, the third and final step is bringing the dispute before the Elders of a church for the final ruling.

This process has but one goal: restoration of the relationship between Christian brothers and sisters. As parents, administrators, teachers and students at BCS, we must *never* lose sight of this goal. Christ provides a process that settles disputes *quietly*. In most cases, problems can be worked out in a one-on-one manner, and no one in the broader community needs to know. In this way we demonstrate honor in good faith to one another.

The devil uses gossip to keep us from reaching our goal of restoration and unity. Talking about a dispute or problem behind someone's back dishonors Christ and works against His commands. By dragging other people into matters in which they have no part, we harm the reputation of all involved and provide no opportunity for the accused to defend himself. For these reasons, we must refuse to resort to this type of destructive behavior and refuse to listen to others who would delve into this sin and divide the body of believers.

Although Christ's words specifically concern an ecclesiastical (church) setting, they establish principles that apply to all of life. BCS is committed to resolving disputes and disagreements in this manner. In a sinful world, there will be disagreements and disputes. As parents serve as instructors and examples of godliness to their children, they must demand that their children resolve disputes in this way and seek to adhere to these principles themselves.

For example, if parents feel that a teacher is assigning too much homework for their child, their natural instinct might be to call the Headmaster and complain about the teacher. If parents make this call to the Headmaster at BCS, they will receive one response: *have you spoken with the teacher about this?* Instead of calling the Headmaster, they should call the teacher first. During that call, the parents might learn that the last week was an irregular week and the pace will slow in the following week. They might also discover that their child has not been using his or her classroom time wisely, causing more homework. We hope this resolves the issue. If not, however, the parents can set up a meeting with the Headmaster, which the teacher will also

attend. The parents and teacher can seek resolution and restoration as they discuss the issue with the Headmaster. If they cannot settle the matter at this meeting, then they will both come before the Board along with the Headmaster. The Board will make a final decision about the homework policy in that particular classroom.

The Ebenezer Society

The Ebenezer Society exists to serve Christ's Kingdom by serving BCS as "a stone of help" (1 Samuel 7:12). Ebenezer conducts fundraising events to accomplish the following goals:

1. Support school staff, including hospitality, teacher appreciation, etc.
2. Promote student fun and enrichment by funding field trips, playground equipment, and seasonal parties.
3. Keep tuition affordable by funding selected general school operations and miscellaneous approved expenses.

Statement of Religious Instruction

BCS's Christian tradition broadly guides the course of study and instruction at BCS. BCS offers instruction based upon the supreme standard, the Bible, herein confessed to be the infallible and inerrant Word of God, as it is summarized in the Statement of Faith in Article XII.

A weekly chapel service conducted by a staff member, local pastor, preacher, or Elder addresses the spiritual needs of BCS's students through Scripture, prayer, and song. We love when parents participate in these services as well.

Secondary Doctrine Policy

Classroom discussion of secondary doctrine is on an informative, non-partisan level. Our teachers are committed to speaking to the students in a way that will not offend parents. To this end, we encourage teachers to present all the sides of secondary doctrinal issues. Likewise, teachers encourage students to follow up with their parents or pastors if they have any questions.

Evangelism Policy

We encourage our teachers to freely declare the gospel in the normal flow of classroom instruction, in line with the curricular objectives of the course.

Admissions

We accept enrollment reservations for Pre-K (Pre-Kindergarten) through 12th grade on a first come, first serve basis. If no openings are available for a particular grade, we add families to a waiting list.

Admissions Policy

1. All students must understand that, by the authority of their parents, they are subject to the daily instruction and discipline of their teachers at Baldwin Christian School as their teachers seek to glorify God in the way they manage their classrooms.
2. In general practice, if the student and parents comply with the requirements outlined here, Baldwin Christian School will admit students to all rights, privileges, programs, and activities. Baldwin Christian School does not unbiblically discriminate on the basis of race, sex, color, or national origin in the administration of its policies, admissions, scholarships, athletic, and other school-directed programs.
3. Parents must be willing to cooperate with the policies of Baldwin Christian School. We welcome any questions and strive for an environment filled with grace.
4. We admit all students on a provisional basis contingent on their behavior and academic performance.

Student Health Records

1. All students attending Baldwin Christian School must have on record with the school office either a current immunization record or an exemption statement according to Wisconsin Code before entering school in the fall. Standard immunization record forms may be obtained from the family doctor and a copy given to the school office.
2. All families must fill out an emergency form with the names and phone numbers of people who may need notification in a medical emergency.

Preschool

- For enrollment in the two-day class for three and four year olds, the child must be three years of age by June 1 of the year they wish to enroll.
- For enrollment in the three-day class for four and five year olds, the child must be four years of age by June 1 of the year they wish to enroll.
- Preschool children will wear the same uniform as Kindergarten, with the exception of Chapel Dress day (see uniform guidelines).

- **All preschool children must be toilet trained and able to care for all their toileting needs without assistance.**

Daily Schedule

In each preschool session children will participate in a variety of fun and helpful learning activities, both self-initiated and teacher directed. Each day will generally include but is not limited to:

- Opening Circle Time - Greeting, Helper Chart, Calendar and Weather activities
- Bible Time - the teacher will read to the children from scripture and discuss how the major themes apply to their lives. The children will recite a Bible verse, as well as call and response questions about God.
- Snack Time
- Theme Time - each class will read about, discuss and possibly create a hands-on project relating to the week's theme.
- Whole Group Activities - music and movement, as well as finger plays and games are included
- Story Time and review of the day
- Outdoor play

Snack Time / Sharing Day

Your preschool child will be on a rotating basis to provide a healthy snack for the class. On the same day your preschool child provides a snack, he or she may show or tell the class about something special to him or her. Your child's day will be listed on the snack calendar.

Toys From Home

Please don't allow your preschool child to bring toys or other personal items to school. We have many enjoyable and educational toys in the classroom for all the preschool children.

Tuition and Fees

A \$75/student registration fee is due at the time of acceptance for 3K and 4K. A registration fee of \$150 per child is due at the time of acceptance for K-12. (See Tuition Schedule.)

Tuition Commitment and Assistance

When enrolling, parents commit to pay the entire tuition for the year regardless of attendance. The Board may make exceptions at their discretion. In the event a family encounters financial difficulty to the extent it is not possible to make tuition payments on time, parents must notify the Headmaster. Depending on funds and circumstances, the school may be able to financially assist a struggling family at the Board's discretion.

Tuition Payments

Parents can pay tuition through automatic monthly transfers from their own bank account through the Praxi portal. Parents may also send a check to school.

Arrears Policy

We expect parents to make tuition payments on time. If a family is two (2) months in arrears, the Headmaster will send them a written notice. They will have one month to make their account current or make alternative payment arrangements with the Headmaster. If a family is three (3) or more months in arrears and has not made alternative payment arrangements with the Headmaster, the parents will need to make other arrangements for the education of their children. Parents must fulfill all financial obligations before they can register their children for the following school year.

Fees for Returned Check Payment

If a check payment is returned NSF or refused by the bank, we will assess parents a \$30 fee per check.

Academics

Age/Grade Placement Guide

Placement of incoming students follows the age chart below. We'll make exceptions to this chart only after placement testing and a consultation with the Headmaster and relevant teachers. At this consultation, we'll review the student's previous education, test results, curriculum, standardized test scores and assess his or her personal readiness.

<u>Age of child by June 1</u>	<u>Grade of Placement</u>
3/4	Pre-K
5	Kindergarten
6	First Grade
7	Second Grade
8	Third Grade
9	Fourth Grade
10	Fifth Grade
11	Sixth Grade
12	Seventh Grade
13	Eighth Grade
14	Freshman
15	Sophomore
16	Junior
17	Senior

Homework Philosophy and Guidelines

BCS teachers may assign homework to students. Teachers assign homework for the following reasons:

1. Students often need extra practice in specific areas or reinforcement of new concepts, skills, or facts. We acknowledge that repeated, short periods of practice or study of new information is a better way to learn than one long study session.
2. Since BCS believes that parental involvement is critical to childrens' education, we see homework as an opportunity for parents to assist their children in their studies and learn along with them.
3. Sometimes students don't use their in-class work time wisely. This means that they'll have work to do at home.

Grades K-8 use a Weekly Homework Assignment Sheet.

Grade	Maximum Approximate Time Per Week Night*
Pre-K or K:	5 to 10 minutes
Grades 1-2:	20 to 40 minutes
Grades 3-4:	30 to 45 minutes
Grades 5-6:	45 to 60 minutes
Grades 7-8	60 to 90 minutes
Grades 9-12	90 to 120 minutes

*Our teachers do their best to avoid assigning homework over the weekend, holidays, and vacation periods.

Grading Guidelines

Percentages and Grade Equivalents:

%	Grade	Grade Point
100-94	A	4.0
93-90	A-	3.7
89-87	B+	3.3
86-84	B	3.0
83-80	B-	2.7
79-77	C+	2.3
76-74	C	2.0
73-70	C-	1.7
69-60	F	0.0

Minimum of 16 graded assignments each quarter per subject for K-12.

1. All academic/objective grading at the Baldwin Christian School uses a critterion-reference based on evaluations. That is, we use objective standards to assess student performance. We will never grade on a “curve.”
2. We base Quarter Grades on the following: Tests/Book Reports, Quizzes, Projects, Homework/Classwork. **Note:** All assigned work done in class receives a recorded credit toward a grade.
3. We also grade participation in class discussions, which we record on a daily basis.
4. Sometimes we use projects in place of tests, depending on the scope of the assignment and the material.
5. We **highly encourage** variety in the amount and type of testing, assignments, and homework.
6. Behavioral Ratings: The progress portion of the report card provides an opportunity for an evaluation of the student’s class/school behavior. The marks we use for acquiring skills are: **E – Excellent, S – Satisfactory, N – Needs Improvement**
7. Types of Behaviors We Evaluate: **Work/study habits:** neatness/timeliness of work, completeness of work, works independently, follows directions, uses free time well. **Conduct:** follows rules, avoids unnecessary talking, accepts responsibility, considerate to others, shows initiative.
8. Our report cards include teacher comments.
9. Procedures for quarterly reporting:
 - a. Teachers collect grades and enter them into Praxi.
 - b. We send report cards at the end of the week following the last week of the quarter.
 - c. Teachers may keep their worksheets for their records after student grades are posted in Praxi.

Late Work

All assignments are due at the beginning of class on their due date. Late assignments incur a 50% loss in credit. Students receive no credit for their work if they hand in their assignment the following day.

If a student is absent due to an illness or a family crisis (e.g. funeral), he or she has one day plus the day(s) absent to make up the work. If the student doesn’t complete the work in time, the above Late Work policy goes into effect.

Regarding vacations, we recommend that parents talk to teachers ahead of time. Students might be able to complete some work before their vacation, while they may need to wait to complete other work until their vacation. The teacher sets these deadlines.

In all cases, students are responsible for finding out what work they are missing, how to do it, and when it is due.

Study Hall

We expect Logic and Rhetoric students in study hall to quietly work on homework or read—*no talking*. Students must stay in the study hall unless or until the attending staff member gives them permission to leave. The staff member monitoring the study hall can make exceptions to these guidelines, providing those exceptions don't prevent other students from getting their work done.

Promotion Policy

Students currently attending Baldwin Christian School must meet the following criteria for promotion to the next grade level:

1. Pass Reading, Math, English, and History with at least a 70% average over the course of the year.
2. Receive no more than one "F" per quarter in an academic subject (e.g. Latin, science, writing, spelling, etc.) and no more than two "F's" in the same subject within an academic year. We rely on our teachers to faithfully execute curriculum objectives and follow the grading guidelines.

In addition, when we consider the promotion of students currently enrolled, we note the level of mastery of the following skills/subjects (see the Curriculum Guide Objective):

Kindergarten to First Grade:

Behavioral maturity and reading readiness for First Grade.

First Grade to Second Grade:

Able to read silently and orally with adequate speed, correct use of phonetic skills, and fundamental comprehension. Able to write complete sentences with neat letters. Able to add and subtract single digit numbers with at least 70% accuracy.

Second Grade to Third Grade:

Cumulative mastery of above requirements, plus: Able to read fluently and independently, using books of a second grade level. Able to correctly identify the basic parts of a sentence. Able to spell correctly with at least 70% proficiency. Able to add and subtract two-digit numbers with at least 70% accuracy.

Third Grade through 12th Grades:

Cumulative mastery of above requirements, plus: Satisfactory (70%) completion of curriculum objectives for the student's current grade level.

Academic Warning and Probation

This policy applies only to Logic and Rhetoric students and provides motivation to those students whose academic achievements are falling below their capabilities. If implementation of this policy would be counter-productive to the success of the student, the Headmaster may decide not to place the student on probation. The Headmaster will sign a record explaining his or her decision and will place it in the student's file.

1. Logic and Rhetoric students must maintain at least a 2.0 grade point average during any two consecutive quarters. We'll make exceptions for students who have a grade point average of less than 2.0 but have not failed any courses during the quarter in question.
2. We'll calculate Cumulative Grade point averages (G.P.A.) for each secondary student at the end of each quarter.
3. If a student's G.P.A. is at or below 2.0 (a "C" average), we'll place that student on academic warning during the following quarter. We'll also arrange a parent/teacher conference to discuss how to proceed.
4. If at the end of the next quarter the student has not raised his G.P.A. (for the quarter) to at least a 2.0, the student will be placed on academic probation.
5. Students who are on academic probation are ineligible to participate in extracurricular activities.
6. Grade point equivalents:
 - A = 4.0
 - B = 3.0
 - C = 2.0
 - D = 0.0

Report Cards

Report cards are sent home electronically at the end of each quarter. Teachers will contact parents mid-quarter if a student is in danger of receiving a failing grade.

All BCS academic grading uses a criterion-referenced base for evaluation (i.e. the students' work is evaluated against an objective standard in each class, not based on a "curve"). Grades earned in elective courses, independent study courses, college and/or correspondence courses, and work completed in home school settings may apply toward graduation requirements, but are not factored into cumulative GPAs. Only semester grades appear on the student's high school transcript.

All transfer credits applied from a student's former educational institution are at the discretion of the Headmaster and pertinent teachers.

Honor Roll

After we issue report cards, the Headmaster releases the list of students who have qualified for Honor Roll. Requirements for Grades 3-12 are a term GPA of 3.3 or higher. Students with a term GPA of 3.7 or higher earn a place on the Headmaster's Honor Roll.

Conferences

We hold parent and teacher conferences at mid-term in the Fall and Spring. At these conferences, parents and teachers can discuss their students' achievement and behavior. We expect parents to attend the Fall mid-term conferences, but we don't expect parents to attend the Spring mid-term conferences; parents may attend these on an as-needed basis. Of course, we welcome parents and teachers to request conferences any time throughout the year as well.

Graduation

Diploma Requirements

To receive a diploma, a student must:

1. Attend BCS for at least one full academic year. The Headmaster and pertinent teachers determine transfer credit upon admission.
2. Maintain a minimum overall grade-point average of C- (1.7).
3. Fulfill a minimum attainment level of C- (1.7) in Latin 2, Algebra 2, Trigonometry and Humanities.
4. Complete the required service hours.

We require Rhetoric students to complete 26.5 credits minimally to qualify for graduation:

- 4 credits Bible/Theology
- 4 credits History
- 4 credits Literature
- 3 credits Science
- 3 credits Math
- 2 credits Latin or Koine Greek
- 2 credits Rhetoric
- 1.5 credits Physical Education
- 1 credit Logic
- 1 credit Fine Arts
- 0.5 credit American Government
- 0.5 credit Senior Thesis

26.5 Credits

Service Hours

We expect students who attend Baldwin Christian School from 9th -12th grade to complete 70 service hours as a requirement for graduation. These service hours involve unpaid volunteer work that benefits others in need, furthers the mission of the school and church in the world, and honors God's creation. To receive credit, students must document their service hours on a service hour form and submit it to the Headmaster. The Headmaster will review and qualify all service hours and settle any discrepancies.

Of these hours, students must fulfill at least 50% outside of the school setting.

We require the following amounts of service hours for all 9th-12th students:

Freshman year: 20 hours

Sophomore year: 20 hours

Junior year: 20 hours

Senior year: 10 hours

Exceptions for Transfer Students

Students who transfer into BCS after 9th grade must complete the required number of service hours per year that they attend BCS in order to graduate. Thus, we would expect a student entering their Junior year to complete 30 service hours prior to graduation. The Headmaster will determine the number of service hours for transfer students.

Qualifications for Honors

The following qualifications for Graduation Honors apply:

- Cum laude: 3.50 - 3.69 GPA (no individual course grade below B)
- Magna cum laude: 3.70 - 3.89 GPA (no individual course grade below B)
- Summa cum laude: 3.9 - 4.00 GPA (no individual course grade below A)

Valedictorian and Salutatorian

Each spring, the Headmaster conducts a meeting of the Logic and Rhetoric school teachers to select the senior class valedictorian and salutatorian. In order to determine the senior(s) who can best represent and articulate the goals and vision of Baldwin Christian School students, the logic and rhetoric school teachers evaluate the senior students based on the following criteria (in order of priority):

- Spiritual testimony
- Academic performance
- Extracurricular activities
- Honors received

To be eligible to receive this award, a student must have attended BCS for more than two years and have a cumulative grade point average of 3.5 or higher.

Academic Accommodation and Modification Policies

Minor Accommodations

Teachers may make minor academic accommodations at their discretion. Examples of minor accommodations include putting a student in the first row, allowing a student to use a “fidget object”, or copying problems for a student.

Intermediate Accommodations

The **Headmaster** may make intermediate academic accommodations at his discretion after consulting with the student’s teacher(s) and parents. **These accommodations will be noted on the student’s report card, transcripts, and recorded in his or her permanent record.**

These types of accommodations include making moderate changes in assignments, such as the number of problems/questions, or to the content or method of assessments.

Major Accommodations

The **Board of Directors** may make major accommodations and modifications at their discretion. They will only make major accommodations or modifications for students who have been tested by a licensed practitioner and shown to have a learning disability or processing disorder.

Examples of these types of modifications include making significant changes to assignments in terms of the number of problems/questions and/or making significant changes to the content or method of assessments, and/or accepting outside coursework for credit at Baldwin Christian School.

The Board will only offer these types of accommodations to students who are failing a class because of academic issues, yet have demonstrated excellent work habits, work ethic, and overall responsible behavior. We cannot accommodate students who cannot or will not control their behavior or are making insufficient effort to succeed academically.

We will implement all levels of accommodations based on other factors such as, but not limited to, class size, teachers’ abilities, and the number of students needing accommodations.

Student Life

Attendance

We expect students enrolled at BCS to be present and on time every day that school is in session. ‘On time’ means that students are in the building, unpacked, and ready to attend Chapel or Passion Pointe at 8:00 a.m. The yearly calendar, created by the Headmaster and approved by the Board, determines the number of days that school is in session. Teachers keep attendance records for students and these are reported in the students’ report cards each quarter.

Specific Requirements

1. We expect students enrolled at BCS to attend a full day of school, which is determined by their grade level; in other words, students may not choose to attend some, but not all, classes.
2. In accordance with Wisconsin state law, we keep a record of attendance for each student. The total number of days absent and present appear on the students' quarterly report card and on their Rhetoric school transcripts.
3. Teachers will only give students a grade once they have completed all the course work for that year. Students who miss work due to an absence will receive an Incomplete until they complete their work.
4. In the event the total number of absences is equal to or exceeds fifteen days in one semester, the student will not receive credit for that semester and will need to retake his or her classes. If any of the absences have a distinct educational or ministry component, parents may talk with the Headmaster about completing alternative work.
5. Five unexcused absences in any semester constitutes truancy and makes the student subject to Wisconsin State law.
6. Teachers mark students tardy who don't arrive at school on time. The Headmaster will set up a time to discuss time management habits with students who are frequently tardy and their parents.

Absences

Short-Term

If a student will be absent from school for one day or two consecutive days, whether planned or unplanned, the parents must contact the Headmaster by note or phone as soon as they are able to.

Long-Term

If a student will be absent from school for three or more consecutive days due to a planned event, such as a vacation, the parents must notify the Headmaster at least a week in advance in writing explaining the circumstances. We also recommend that parents notify their student's teacher(s) at this time so the student can complete as much work as possible before his or her absence. If a student will miss a quiz or test during this time, he or she will take the assessment his or her first day back at school.

If a student will be absent from school three or more consecutive days due to an unplanned event, such as an illness or family crisis, the parents must contact the Headmaster by note or by phone as soon as they are able to.

Maximum Limit

If a student is absent from school for more than eight days during one quarter, whether planned or unplanned, the student's parents must meet with the Headmaster and teacher(s) to determine whether or not the student will receive a passing grade in that class for the quarter. If a student is

absent for more than twelve days during one quarter, under normal circumstances, the student will receive a failing grade for all his or her classes that quarter.

For absences fifteen days or more during one semester, please review the Specific Guidelines of the Attendance policy (above).

We understand that illnesses, vacations, and family crises happen in the lives of students. In all circumstances, we encourage parents to communicate with the Headmaster and teachers as best as they can and as soon as they can. This allows us to ensure that students receive the education and support they need when they need it, and also gives us the opportunity to pray in specific ways for our students and families.

Dismissal and Release Policies

Custodial Release

Baldwin Christian School shall take all necessary steps to ensure the safety of children while at school.

1. The school will release no student during the day unless directed by a custodial parent or guardian.
2. All students must check out through the school office.
3. The school office has on file up to three names, designated by the custodial parent or guardian, to whom the school may release the child. Before the school will release the child to this individual, he or she must present identification.
4. Should a non-custodial parent make a written or personal request for the early release of a child into his or her care, the school will honor such a request with the consent of the custodial parent through a school-initiated telephone conversation or the instructions from a court.
5. In the event that parents are going out of town without their child(ren), we ask that custodial parents notify the school in writing of all the adult caretakers who will be responsible for their child(ren) while they are gone. Please include in your notification their names, phone numbers, and any alternate procedures we should follow.

Early Check Out

We understand that sometimes you need to check out your child early for health reasons, such as medical or dental appointments, or other reasons, such as family activities. Please, however, keep the amount of such early releases to a minimum in order to disrupt the classroom as little as possible. We encourage you to schedule medical or dental appointments after the school day if you can.

If you do schedule an early release for your child, please let his or her teacher know at least 24 hours in advance. This allows the teachers to account for your child's schedule. We also encourage parents to avoid checking out their students between 2:45-3:00pm, unless it is an emergency situation. This is often a hectic time for teachers and students as they gather their belongings to take home for the evening.

Late Pick-up Policy

We expect parents/guardians to pick up their child(ren) on time every day. Please consider general road conditions and weather-related road conditions as you prepare to leave to pick up your child(ren). We compensate teachers and staff for set hours of their time and volunteers donate their personal time to care for and assist students. Arriving on time is one way you can show our teachers, staff, and volunteers that you value the work they do.

We understand that sometimes the unexpected happens. We will allow each family two late pick-ups per semester. The third and subsequent late pick-ups will incur a \$25 fine and a meeting with the Headmaster. We take time management seriously. It's something we strive to instill in our students and follow ourselves. So, if the unscheduled late pick-ups continue, the Headmaster will call a meeting between himself, the Board, and the family to discuss how the school can support the family in working toward this important skill.

1. Parents/guardians shall arrange for regular, on time pick-up of their child(ren) each school day within 15 minutes of dismissal time.
2. Parents/guardians must call ahead **on the day of occurrence** to arrange a late pick-up.
3. We will allow two late pick-ups per semester.
4. The Headmaster will note all late pickups in Praxi for transparency and tracking.

Food and Snacks

Breakfast

Please make sure your child(ren) have a well-balanced breakfast before school each day so that they will be able to perform at the best of their abilities.

Lunch

We expect every student to bring lunch from home each day as we do not have a hot lunch program. BCS parents, teachers, or Ebenezer may organize special lunches for students throughout the school year. When this happens, the person in charge of organizing the meal will communicate with you so you know how your student(s) can participate.

Snacks (Pre-K - 6th)

Grammar students in grades Pre-K – 6th have a snack time every day. Please have your Grammar student(s) pack a healthy snack each day. Your child's teacher will send home information about snack time expectations. Logic and Rhetoric school students may bring a snack to eat during their mid-morning break.

Gum and Candy

We do not permit students to chew gum during the school day or inside of the school building. We do not permit candy outside of lunch except for special occasions or at the discretion of the teachers.

Recess

We provide recess time to the students at least once a day in grades Pre-K – 6th. This is an important time of the day in which students can build relationships with each other and enjoy God's beautiful creation as they play outdoors. We encourage the students to be good stewards of their time as they participate in physical activity, play self-directed games, and converse with other students. We expect the students to actively include each other in their games and to stay within the playground's designated boundaries. At least one adult staff member will be on recess duty at all times to oversee the students' activities and to ensure safety on the playground.

Student Drivers

We expect the students who drive to school to do so responsibly, showing love for their brothers and sisters in Christ as they use caution in all areas in and around the school grounds. We also request that they show the utmost care in the Grammar school parking lot before and after school as our youngest students don't always think before they act. Driving to school is a privilege that we can revoke, with the support of parents/guardians, if necessary.

Lost and Found

Please report lost items to the Headmaster. Any items that are found or turned in will be kept in the main desk.

Health Policy

We realize you don't want your child to miss school, but sending a sick child to school can jeopardize their health as well as the health of other children, faculty, and staff.

Please keep your child home from school under any of the following conditions based on your common sense judgment. More severe conditions, such as known communicable illnesses, require a parent or guardian to provide written attestation that the child has recovered and is safe to return to school.

- Persistent cough or severe cold symptoms including sinus infection, bronchitis, flu, pneumonia or similar condition
- Fever of 100 degrees or higher

- Vomiting, diarrhea, or an unusual rash such as poison ivy/oak or scarlet fever
- Lethargy or extreme fatigue
- Difficulty breathing or sore throat
- Symptoms of or suspected serious communicable conditions such as chickenpox, pink eye, and strep throat
- Lice or nits

Children must be fever-free for a full 24 hours before returning to school.

First Aid

BCS is able to provide only routine first aid for children who become ill or injured at school. If a serious injury occurs, the Headmaster will contact parents/guardians as soon as possible, following any emergency care administration.

Prescription and OTC Medication

We do not allow students to self-administer medications. Students may not keep them in their lockers or on their person while on campus. We make an exception for occasional cough drops, as long as they don't become a distraction in the classroom.

The Headmaster can administer over-the-counter medications. If your child needs to take over-the-counter medications during the school day, you must complete and sign a Medical Release Waiver, which we'll keep on file for the current school year.

The Headmaster can administer prescription medications only if your doctor has completed and signed a Medical Release Waiver.

You can obtain a Medical Release Waiver from the Headmaster.

School Protocol

Passion Pointe

Passion Pointe is a daily morning assembly of all students (K-6 in the main building and 7-12 in the CRC) in which students sing a hymn and pray together. The Headmaster and teachers may make announcements during this time as well.

We hope that participating in Passion Pointe each morning will help students (and teachers) keep their hearts and minds focused on Christ as they go about their school day. We also hope that the hymns the students learn will provide good, true, and beautiful words that they can cherish for the rest of their lives.

We love when families join us for Passion Pointe. Please come sing and pray with us any time you can.

Recitations

All BCS students will recite a selection from memory each month during the school year. Pre-K and Kindergarten students do their recitations as a class to acclimate them to this tradition. Students in grades 1 through 12 do their recitations individually. Recitation memorization is the responsibility of the student and parents/guardians, not the responsibility of the classroom teacher.

Classroom teachers will distribute the recitation schedule for the year during the first week of school. This is a firmly set schedule, so you may only reschedule recitations in the cases of illness or a parent's work travel schedule.

Upper School students receive an equivalent test grade for their recitation, so if you attend your child's recitation, please don't give your child any hints or cues. Your child's teacher will have a copy of the recitation for you to reference.

Culture

We strive to teach our students how to be graceful and gracious in the company of others and to show honor and respect to their fellow human beings made in God's image. This is an important part of our mission as a classical Christian school. The following list introduces and provides a sampling of the manners and etiquette we are trying to cultivate in our students, in partnership with their parents/guardians.

- Do say "Hello" or "Good morning" and "Goodbye" when others first arrive or leave for the day.
- Do look people in the eyes when they are speaking or you are talking to them.
- Do speak in a respectful, quiet, clear tone of voice.
- Do exercise patience and wait your turn.
- Do honor your elders by addressing them with proper titles such as last names or "Sir" and "Ma'am".
- Do stand up when an adult enters the room for the first time.
- Do sit up straight.
- Do exercise proper hygiene and health precautions.
- Do assist others when they need assistance.
- Do exercise proper decorum in the buildings.
- Do practice self-control and refrain from interrupting other people when they are speaking.

Conduct and Discipline

The goals for students at the Baldwin Christian School are to take responsibility for their actions, to treat others with dignity, to demonstrate self-control in all areas of their lives, to serve others with humility, to honor those in authority, and to respect the classroom and buildings. We can help BCS students achieve these goals as they adhere to the following policies. We expect students to observe these policies at all times, in every class, before, during and after school, and on field trips, whether a teacher is present or not.

Primary Governing Rules

1. Love the LORD your God with all your heart, with all your soul, and with all your mind.
2. Love your neighbor as yourself.

Training Period

We consider the first two weeks of the school year a training period for 3rd grade and below. During this time period, teachers may choose whether or not to give out demerits. If they do, BCS will view the demerits as practice for the rest of the school year and they won't count toward students' records.

Categories of Demerits

The misconduct will be placed in the appropriate category by the teacher's description and the student will receive demerits accordingly.

1. Disobedience to staff or school/classroom rules
2. Respect for others
3. Disruptive behaviors
4. Respect for building and grounds
5. Unprepared for class (3rd-12th)
6. Uniform violations (3rd-12th)

Discipline Forms

All teachers keep a record of discipline infractions for one week at a time, beginning on Mondays and ending on Fridays.

- If a student receives two demerits in one category during the same week (grading period), then the teacher will send home a BCS Discipline Form with his or her comments.
- If a student receives three demerits in one category or five demerits in any combination of categories (not including uniform infractions) during a grading period, then the teacher will give a classroom correction and send home a BCS Discipline Form with his or her comments.
- If a student receives four demerits in one category or six demerits in any combination of categories during a grading period, he or she must visit the Headmaster. The Headmaster

will send home a BCS Discipline Form with his comments. This constitutes an office visit.

School and Classroom Rules

Obey right away, all the way, and with a good attitude!

1. Be prepared for class. Have all supplies and materials with you and turn in all assignments on time. If you miss class, you are responsible for getting make-up work to your teacher(s).
2. Wear your school uniform neatly and completely.
3. Speak kindly, act courteously, and cooperate with all your classmates.
4. Keep hands and feet to yourself at all times, especially when walking in the hallways.
5. Keep the buildings neat; do not damage the buildings, school furniture, or anyone else's property.
6. Always raise your hand to get permission to speak or leave your seat.
7. Enter the buildings and classrooms quietly, and walk at a normal speed.
8. Respectfully participate in class; do not be silly, draw attention to yourself, or cause disruptions.
9. Stand promptly and quietly when an adult enters the classroom.
10. Address and answer teachers and every adult with last names or "ma'am" or "sir."

Academic Honesty

BCS seeks to nurture absolute respect for intellectual property. Any willful misrepresentation of another's work or ideas as your own, cheating, or plagiarizing will be treated with the utmost gravity. Teachers in the Grammar School understand that students need coaching and careful guidance in such matters.

Sexual Identity and Conduct

In conformity with our Statement of Faith and to further our school's mission, Baldwin Christian School has the following policies:

1. Students at Baldwin Christian School are to dress in conformity to their biological sex.
2. Students at Baldwin Christian School are to use locker rooms and bathrooms in conformity to their biological sex.

Public Displays of Affection

As Christians, we recognize that God is the giver of all good gifts. One of the most beautiful of God's gifts to man is that of human sexuality and the relationship between husband and wife. BCS strongly holds that the academic setting is not the appropriate place for students to cultivate and express romantic relationships. We do not accept any public displays of romantic affection between involved students anywhere on campus at any time or during school-sponsored events at other locations. Students, please keep in mind that you represent BCS wherever you go.

Prohibited Items

We treat any introduction or use of weapons, illegal drugs, alcohol, or sexually explicit material on the school campus as grounds for immediate **expulsion**. The use of the same outside of school (with the exception of legal weapons) may be grounds for immediate **expulsion**.

Electronic Devices

1. We do not permit students to bring electronic devices to school except as listed below. This includes iPods, laptops/iPads, video games, portable DVD players, readers, cameras, etc. If students bring these electronic devices to school, teachers will confiscate them and will return them only to the parents/guardians.
2. Logic and Rhetoric School (7th -12th grade) students may bring a laptop or iPad to school that may be used **ONLY** in a classroom setting (not at lunch or break time) and only with the direct permission and supervision of a teacher.
3. Students may only use their laptops/iPads for directly assigned purposes (e.g. writing an essay, taking an essay exam, taking notes, etc.). During school hours, we strictly forbid any instant messaging, checking personal email, accessing the internet, game playing, etc. either on the school's computers or on student-owned devices. Teachers will send students who violate this rule to the Headmaster's office and he will revoke their laptop/iPad privileges for a specified period of time.
4. The internet is available, but the teachers closely monitor its use. We do not allow Rhetoric students to use the internet on their personal devices while in school, except with the direct permission and supervision of a teacher. Teachers will send violators of this rule to the Headmaster's office with no official warning.
5. We encourage students in grades 7-12 to have a personal email address which they can use to communicate with their teachers.

Cell phones

With the advances in technology in the last few years, cell phone usage has become virtually ubiquitous. While we rejoice in such technological advances and the convenience they bring to our lives, we also recognize that they can disrupt the educational process. BCS students must keep their cell phones turned off and placed in their backpacks during the school day (8:00 – 3:00pm). If a student needs to call his or her parents during the school day, he or she must get permission to use the phone in the school office. If a student uses his or her cell phone, texting or talking, during the school day, he or she will face the following consequences:

- 1st offense: a staff or faculty member will confiscate the cell phone and return it to the parents/guardians.
- 2nd offense: a staff or faculty member will confiscate the cell phone and return it to the parents/guardians, and the student will serve a one day suspension.

- 3rd offense: a staff or faculty member will confiscate the cell phone and return it to the parents/guardians, and the student will serve a three day suspension.

Off-Campus Educational & Cultural Programs

BCS believes that off-campus education is important for the development of each student. Off-campus educational and cultural programs provide students with an opportunity to gain new knowledge and skills in a new environment.

Students off-campus on a school-sponsored trip are subject to BCS rules and we expect them to conduct themselves in a manner that honors God and therefore represents the school well.

Parents/guardians may need to pay additional fees for their child(ren) to participate in off-campus trips. We always include faculty, staff and/or administration as chaperones. We invite parents as needed and truly appreciate those who volunteer their time. Teachers have final authority regarding the number of participants and chaperones.

- Volunteers and parent/guardian chaperones must have an approved background check on file (current to policy timeframe).
- If transporting students, the volunteers and parents/guardians must have the proper paperwork and insurance information on file with the office. They must also comply with the established route to and from the destination and return to school as directed by the teacher.

Escalation to the Headmaster

Staff members will automatically send students to the Headmaster's office for disciplinary action and correction for the following behaviors. BCS does not use corporal punishment as a part of disciplinary action.

1. A student shows **disrespect** shown to any staff member or peer, whether in the form of a look, a response, or any other action. Staff members judge whether or not the student has shown disrespect. (See Exodus 20:12, Proverbs 6:16-17, and Romans 13:1,7).
2. A student shows **dishonesty** in any situation, including lying or otherwise deceiving, cheating, forging, or stealing. (See Exodus 20:15-16 and Proverbs 6:16-17, 19).
3. A student shows **rebellion** or outright disobedience (active or passive) in response to staff members instructions. (See Colossians 3:20 and 1 Samuel 15:23).
4. A student shows **malicious physical harm** or intent to harm another student, including fighting, shoving, or tripping. (See James 4:1 and 1 Corinthians 13:5).
5. A student uses **obscene, vulgar, profane, or malicious language and/or actions** including swearing, taking the Lord's name in vain, name calling, dirty-joke telling, and obscene material. (See Exodus 20:7 and Ephesians 4:29-31, 5:4).
6. A student performs any **illegal activity**, bringing to campus a weapon of any kind, alcohol, illegal drugs, or any other item, substance or activity considered dangerous by the Headmaster.
7. A student **leaves campus** without approval from the Headmaster.

School Uniform

We designed our school uniform to help students achieve a school-appropriate appearance, to free them from fashion trends and peer pressure, and to foster a sense of unity among them.

Students must wear their school uniforms at all times during the school day and on off-campus trips unless a teacher gives special instructions. Students must wear their Chapel Dress uniform every Monday and on some special occasions, such as the Christmas and Spring programs.

Parents/guardians and students are responsible for reading and adhering to the uniform code. Please direct any questions or concerns to the Headmaster.

Purpose

- A school uniform helps create a distraction-free environment and their neat appearance helps students feel ready to learn.
- A school uniform instills in students school spirit and a sense of belonging, while also providing enough choice to allow for individual expression. We strive for excellence, and the school uniform reminds us that we are striving together.
- A uniform code saves parents/guardians time and energy, as they can purchase most uniform items, including accessories, at the same place. In addition, students save time in the morning as a uniform code helps them eliminate the “what to wear” issue.
- A uniform code de-emphasizes the social impact of dress and helps the students focus on character and academic issues instead of their clothing.
- A uniform code addresses security. On off-campus trips, school uniforms help the teachers keep track of students. On the playground or in the school, teachers and staff can clearly identify students from outsiders.

We chose the following school uniform items with price and durability in mind. Growth features in some of the garments may also cut down on total wardrobe expenditures.

Traditional Uniform	
<u>Boys</u> <ul style="list-style-type: none">● White, light blue or navy polo; white or light blue oxford● Khaki or navy pants or shorts● Navy, v-neck (full or sleeveless) or cardigan sweater, navy zippered fleece with logo● Pants require dark, solid colored crew socks● Shorts require white ankle or no-show socks● Pre-K - 8th - conservative dress or athletic	<u>Girls</u> <ul style="list-style-type: none">● White, light blue or navy polo; white or light blue blouse or oxford● Khaki or navy pants or shorts● Skirts & dresses can be navy or khaki● Sweaters and vests can be white or navy solid color - pullover, cardigan, thigh-length style or zippered, navy zippered fleece with logo● Socks are white ankle or no-show when shorts

<ul style="list-style-type: none"> shoes (all shoes close-toed) ● 9-12th: conservative dress shoes or solid color athletic shoes (all shoes close-toed) ● Belt brown/black leather or faux leather 	<ul style="list-style-type: none"> are worn ● White or navy knee-high socks or tights ● Navy footless tights or fitted leggings (optional) ● Natural colored or navy hose (optional) ● Pre-K - 8th - conservative dress or athletic shoes (all shoes close-toed) ● 9-12th: conservative dress shoes (1" heel or less) or solid color athletic shoes (all shoes close-toed) ● Belt brown/black leather style
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Chapel Dress Uniform (Mondays)			
10th-12th	7th-9th	4th-6th	K-3rd
<p><u>Girls</u></p> <ul style="list-style-type: none"> ● Solid khaki skirt ● White blouse ● Navy crossover tie ● Natural colored hose or tights ● No-show socks (optional) ● Black leather style flat dress shoes (1" heel or less) <p><i>*Navy blazer required 2024-2025</i></p> <p><u>Boys</u></p> <ul style="list-style-type: none"> ● Khaki dress slacks ● White Oxford ● Solid navy tie or bowtie ● Black belt ● Black crew socks ● Black dress shoes <p><i>*Navy blazer required 2024-2025</i></p>	<p><u>Girls</u></p> <ul style="list-style-type: none"> ● Solid navy skirt ● White button-down blouse (short or long sleeve) ● Navy crossover tie ● Navy crew neck or cardigan style sweater (optional) ● White tights, leggings or knee-high socks ● Black Mary Jane style dress shoes <p><u>Boys</u></p> <ul style="list-style-type: none"> ● Khaki dress slacks ● White Oxford ● Solid navy tie ● Black belt ● Black crew socks ● Black dress shoes 	<p><u>Girls</u></p> <ul style="list-style-type: none"> ● Khaki jumper or skirt ● White Peter Pan blouse (short or long sleeve) ● Navy crossover tie ● Navy crew neck cardigan sweater (optional) ● White tights, leggings or knee-high socks ● Black Mary Jane style dress shoes <p><u>Boys</u></p> <ul style="list-style-type: none"> ● Khaki dress slacks ● White Oxford ● Solid Navy tie ● Black belt ● Black crew socks ● Black dress shoes 	<p><u>Girls</u></p> <ul style="list-style-type: none"> ● Khaki jumper ● White Peter Pan blouse (short or long sleeve) ● Navy crossover tie ● Navy crew neck cardigan sweater (optional) ● White tights or knee-high socks ● Black Mary Jane style dress shoes. <p><u>Boys</u></p> <ul style="list-style-type: none"> ● Khaki dress slacks ● White Oxford ● Navy V-neck sleeveless sweater ● Solid navy tie (optional) ● Black belt ● Black crew socks ● Black dress shoes

Students who come to school not in uniform will receive a policy reminder from their teacher and their parents/guardians may have to bring them in-uniform clothing before they can rejoin their class. If a student violates the uniform code three times within a semester, the Headmaster will issue him or her a demerit. The Headmaster will determine the answers to any questions

regarding jewelry, makeup, piercings, and hairstyles. Please use the following policies as guidelines.

Hair Policy

Our goal is to see our students well-groomed and neat in appearance.

1. Boys' hair must be cut above the collar and eyebrows, regardless of style.
2. We only allow natural hair colors.
3. No shaved designs in students' hair or eyebrows.
4. We do not permit hair styling that is disruptive or distracting. Some examples include dreadlocks, mohawks, high-spiked hair styles, and man-buns.
5. We do not permit any facial hair.

Jewelry, Piercings, Makeup Policy

1. Students must remove neck chains and watches during P.E. class.
2. We prohibit facial piercings and visible tattoos in all grades.

General Guidelines

Parents/guardians can purchase school uniforms anywhere, provided the styles closely match that of the LandsEnd.com or FrenchToast.com school uniforms. Many stores have large sales during the summer/fall months and most have email subscriptions so you can receive notifications about sales. Ebenezer also plans a uniform exchange during the summer.

Again, when in doubt, ask the Headmaster.

1. We allow spirit-wear shirts on Fridays with uniform bottoms, shoes and socks.
2. We require traditional school uniforms on off-campus trips unless otherwise specified.
3. Grammar school students must bring outdoor shoes appropriate to the weather, and winter clothing when necessary, each day for recess.
4. Students may wear hats outside with the bill forward.
5. Girls must wear skirts no longer than calf length and no shorter than 3" above the knee.
6. Shorts must be mid-thigh or longer. If your fingers reach below them when your arms are against your sides, they are too short.
7. All students must tuck in their shirts, unless a girl's blouse has a straight hem.
8. **Exclusions for daily wear:** Non-BCS embroidery/logos, non-uniform coats, jackets, or sweaters, sandals, Croc-style shoes, hoodies, hats, scarves, bandanas, or distracting accessories (e.g. boys' earrings, non-ear piercings, overdone makeup or jewelry, visible tattoos, and long hair or facial hair for boys).
9. **P.E. Uniforms:** Logic and Rhetoric students must wear a P.E. uniform: Gray or white t-shirt (plain or small logo only), gray or navy sweatshirt with or without hood (plain or small logo only), gray or navy shorts or sweatpants, and athletic shoes with socks. Students may wear jeans during the winter months with the approval of their P.E. teacher when they have P.E. outdoors and are playing on the pavement.

Frequently Asked Questions

Tops:

1. Do the girls have to tuck in all shirts, regardless of the cut? ***Grammar School girls do. Logic and Rhetoric School girls may wear a blouse with a straight hem untucked, but they must tuck in any curved hem.***
2. My son wears his oxford and tie with the top button undone and the tie loose. Is that OK? ***No, it isn't.***
3. My daughter has a pretty camisole that she wears under her blouse for modesty reasons. Should she tuck it in? ***Yes, she should.***
4. Can my student wear a sweater without a blouse or polo underneath? ***No, he or she may not.***
5. Can my student wear a spirit-wear t-shirt over a polo? ***No, he or she may not.***

Bottoms:

1. Do you allow cargo, jogger, skinny style, capri or flare leg pants? **No.**
2. Do you allow corduroy or navy denim pants? **No.**
3. Do you allow high waist or low-rise style pants? **No, only mid-rise styles.**
4. Do you allow business-style pencil skirts? **No.**

Accessories & Miscellaneous:

1. How do I know if my daughter's blouses, sweaters, and pants are too tight? ***If it looks like she has been poured into them, then they are too tight. If her shirts or pants are pulled tight against her front or back, they're too tight.***
2. What qualifies as long hair for a boy? ***If a young man's hair is below the top of his collar, hanging down in his face, or covering more than halfway down the sides of his ears, we consider it too long for school.***
3. What kind of jewelry can my daughter wear at school? ***We allow conservative earrings, necklaces and jewelry.***
4. Are cartoon or flamboyant style ties allowed? ***No.***
5. My son likes to wear a necklace to school. Is that OK? ***As long as it's not visible, that's fine.***
6. My son likes to wear orange t-shirts under his uniform shirt. Is that OK? ***No, undershirts or camisoles must be neutral colored or match the shirt.***
7. My daughter likes to wear moccasins or dress boots and my son likes to wear hiking boots to school. Do these qualify as dress shoes? ***No, they don't, but students may wear boots at recess during the winter months.***
8. Do brown or black tennis shoes, Sambas, or skater shoes count as "dress shoes"? ***No, they don't.***
9. My student runs cold. Can she wear a thermal layer under her long-sleeved blouse? ***Certainly, as long as it's the same color as her blouse and isn't visible.***

Communications

Messages to Students from Parents

Staff members will deliver emergency phone messages from parents/guardians to their child(ren) during the school day. Students will receive all other messages at the end of the school day.

Messages to Teachers & Administrators

If you need to communicate with your child's teacher, please use the email address listed in Praxi and copy the Headmaster as a way to provide accountability for both you and the teacher. Please do not call or text teachers' cell phones during evenings or weekends.

Please report any emergencies to the Headmaster, not the classroom teachers. The Headmaster will communicate the emergency to the proper staff members.

Phone Calls

Students must get permission from the Headmaster to use the school's phone. Students may use the school's phone for urgent matters and keep their conversations brief.

Special Occasions

Birthdays: If you or your child would like to bring in treats to celebrate his or her birthday, please make prior arrangements with the teachers. Parents/guardians can also present a book for their child's classroom library at Passion Pointe in honor of their child's birthday if they'd like to. The Headmaster can provide suggestions for which book to purchase, and each donated book will receive a nameplate with the child's name and birthdate.

Christmas: We hold a special chapel to observe Christmas. We'll provide the parents with the information regarding the time and date of the chapel in early December, as well as any other activities planned by the teachers.

St. Valentine's Day: Children in the lower Grammar school grades enjoy exchanging homemade valentines with their classmates. Teachers provide class lists and expect children to make valentines for everyone in their classes. Children in the upper Grammar school grades make valentines to share with children in a local hospital or seniors at a local center or Veteran's Home and then enjoy a social time together.

Visitors and Deliveries

Visitors

All visitors, including parents/guardians, must proceed directly to the Headmaster upon their arrival at BCS. Visitors must obtain permission, acquire a visitor's badge, and sign-in prior to

visiting any other room on campus. Parents arriving before 3:00pm for pickup must sign in and get a visitor's badge.

Delivery of Items by Outside Vendors

We do not permit students to disrupt the school day by having items (food, flowers, etc.) delivered to BCS. We will hold any items delivered for a student at the main desk until the end of the school day.

Emergency Policies

Fire Drills

When the fire alarm sounds, all students and staff will walk quickly to the designated exit as displayed in the classroom. The last staff member will turn off the lights and close the door. Students will proceed to the property edge nearest their exit. Staff will take attendance, account for all students, and wait for further instructions. A copy of the fire emergency procedure with evacuation plan is posted in every classroom.

Tornado Drills

When we make a tornado announcement, all students and staff will quietly go to the designated area as posted in the classrooms. Students will then position themselves sitting cross-legged, bent forward toward the load bearing wall, with their hands covering their heads. Students will remain in this position until they receive further directions. A copy of the tornado emergency procedure is posted in every classroom.

Inclement Weather and School Closings

When inclement weather becomes a safety concern for our families and staff, the Headmaster will determine what actions to take.

- Delayed openings and school day cancellations are announced via Praxi text by 6:30 am.
- BCS does **not** follow the public school for school closings.