

# 2020-2021 PARENT & STUDENT HANDBOOK



Stockdale  
Christian School



**A MINISTRY OF BAKERSFIELD'S FIRST ASSEMBLY OF GOD**

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***EDUCATING FOR ETERNITY***

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## Mission Statement

**Stockdale Christian School exists to educate students from Christian families, leading students to believe in Jesus Christ as their Savior, achieve excellence, and serve others.**

### History

SCS was conceived in the heart of Dr. Fred Cottriel, a former pastor, and many concerned parents of First Assembly of God Church. Their desire was to see children trained in quality education with a strong Christian foundation. With the fervent conviction that God's Word is the basis of all truth, Stockdale Christian Schools opened its doors in the Fall of 1977 with an enrollment of 63 students and a staff of three.

SCS is an extension of the ministry of First Assembly of God. SCS is a member of and is accredited through the Western Association of Schools and Colleges (WASC) and the Association of Christian Schools International (ACSI), which is one of the largest Christian school associations in the United States, serving 3,000 Christian schools and several hundred-thousands of students.

## Purpose of Stockdale Christian School

### Core Values and Objectives

Teaching spiritual and moral development (Believe)

- To develop a spiritual awareness that will lead to acceptance of Jesus Christ as personal Lord and Savior
- To teach the Bible as the only inspired and authoritative Word of God
- To develop a practical knowledge of God's Word
- To develop a desire to know and obey the will of God as revealed in the Scriptures
- To develop a submissive will toward God and all others in authority
- To help the student develop a Christian world view and teach proper stewardship of talents and resources
- To impart an understanding of each Christian's place in the church and world-wide task of witnessing and evangelism

Providing the tools for excellence intellectually and physically (Achieve)

- To equip all students with the basic skills necessary to ensure that they attain their God-given potential
- To equip all students with the skills needed to ensure their ability to reason and make logical, intelligent decisions
- To develop creative and critical thinking skills with proper use of biblical criteria for evaluation
- To develop the ability to research, organize, synthesize and evaluate information through proper use of resource and reference materials

- To produce an understanding and appreciation for God's world, and awareness of our role in the environment and our God-given responsibility to properly preserve it
- To help all students gain a thorough understanding and command of the processes used in communicating and dealing with others
- To promote good citizenship through developing an understanding and an appreciation of our Christian/American heritage of freedom, human dignity, and respect for authority
- To stimulate interest in the arts and other activities which are Christ-honoring
- To promote physical fitness, good health habits, and wise use of the body as the temple of God

Developing students' character and passion for service (Serve)

- To develop in each student a proper understanding of themselves as a unique individual created in the image of God
- To develop biblical attitudes toward material things and encourage individual responsibility in using them for God's glory
- To develop a biblical understanding of rights, privileges, and obligations of all citizens
- To develop an understanding of the God-instituted responsibility of the family unit for the individual and society
- To develop attitudes and abilities which will enable all students to properly understand their role as Christians living in a secular and materialistic culture

### **Vision for the Present and the Future**

Stockdale Christian School's vision is to educate students for eternity. With the spiritual and academic foundation that students receive at SCS, it is our vision to produce students who know Christ as their personal savior and can defend their faith, are academically ready for the challenges of high school, and know how to impact their world for Christ through service. Our prayer is that as adults they will impact their sphere of influence in the workplace, community, churches, and their families. Our vision for our facilities and programs is to continue to change as needed to provide high quality and relevant educational experiences that prepare students for the future.

### **Statement of Faith**

SCS is a ministry of First Assembly of God. Both the church and the school stand firmly on the changeless Word of God as expressed in the following statement of historic evangelical Christianity.

1. The Bible is the **ONLY** inspired, infallible, authoritative Word of God, and is considered to be the guideline for daily Christian living.
2. There is only one God, eternally existent in three persons; Father, Son, and Holy Spirit.

3. We affirm faith in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, His ascension to the right hand of the Father and His ultimate personal return to this world in power and glory to rule over the nations.
4. Salvation is received through repentance of sin, regeneration by the Holy Spirit, and through personal faith in the Lord Jesus Christ (Romans 3:23, John 3:16, Titus 3:5-7). Regeneration is absolutely essential for personal salvation.
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life.
6. We believe the scriptures teach a life of holiness.
7. There will be a resurrection of those who have fallen asleep in Christ together with those who are alive and remain. This is the imminent and blessed hope of the church (1 Thess. 4:16-17, Titus 2:13, 1 Corinthians 15:51-52).
8. We believe that Christ's death on the cross provides healing for the human body in answer to believing prayer (Isaiah 53:4-5, Matthew 8:16-17, James 5:14,16).
9. We believe the second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to rule on the earth for a thousand years. This millennial reign will bring the salvation of national Israel and establish universal peace (Rev. 1:7, Zech. 14:5, Matt. 24:27, Rev. 19:20, 21:8).
10. We believe there will be a final judgment in which the wicked will be raised and judged according to their works. Whoever is not found written in the Book of Life will be consigned to everlasting punishment, which is the second death (Matt. 25:46, Mark 9:34-48, Rev. 19:20, 20:11-15, 21:8).
11. Everlasting life through Jesus Christ is the promise to all who believe in Him. The wicked dead together with the devil and his angels, will be consigned to everlasting punishment, which is the second death (Matt. 25-46, Mark 9:43-48, Rev. 19:20, 20:11-15).
12. We affirm faith in the spiritual unity of believers in Jesus Christ. The Church is the Body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of the great commission. Each believer, born of the Spirit, is an integral part of the General Assembly and Church of the Firstborn, which are written in heaven (Ephesians 1:22-23, 2:22, Hebrews 12:23).

### **Statement of Philosophy**

The Christian Philosophy of Education is unique in contrast to all other philosophies. Most philosophies of education place man at the center and are humanistic. The Christian philosophy places God at the center and seeks to view life in every dimension from His perspective. He is the Creator of all things and "...in Him we live and move and have our being" (Acts 17:28). We believe that God is the author of all truth and that reality in life is only understood through a personal saving knowledge of Jesus Christ (John 14:6).

We believe that man was created in God's image, but has had that image tainted through the sin of Adam. Man is spiritually dead and needs to be re-born into a right relationship with God. One of our primary objectives is to encourage each student to restore this proper relationship by receiving Christ as personal Lord and Savior. This is followed by developing an understanding of one's dependence upon the indwelling of God's Holy Spirit to empower each student to live a holy life that conforms to God's Will.

We further believe that the Bible is the only authoritative written revelation to man. This bibliocentric view should encompass all aspects of a student's educational experience: spiritually, physically, mentally, and socially. Therefore, every attempt is made to integrate the principles of faith and learning so that each student will develop a viable Christian worldview and live a life that brings glory and honor to God. In keeping with these convictions, Stockdale Christian School seeks to keep Christ central in all educational programs through Christian faculty who present all curricula from a biblical viewpoint. "...for in Him are hid all the treasures of wisdom and knowledge" (Colossians 2:3).

We believe that the Bible is explicit in regard to the educational responsibilities of parents, "...to bring up their children in the fear and admonition of the Lord" (Ephesians 6:4). A primary objective of Stockdale Christian School is to reinforce and support traditional Christian values. For the school to truly function in this capacity, there must be continuous cooperation and communication between the school, the home, and the church. The Bible says that a cord of three strands is not easily broken. Each entity needs to complement and be in harmony with the other, committed to Christ and under the Holy Spirit's control. With the school, the home and the church working as partners, each student will be afforded the maximum benefits of a truly Christ-centered education, "...that in all things He might have the preeminence" (Colossians 1:18).

We also believe it is vital that parents model a lifestyle for their children that is biblically and morally upright at all times, especially in regard to sexual purity and marriage. We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen. 2:18-25; Mark 10:6-9). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Cor. 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matt. 15:18-20; 1 Cor. 6:9-10). God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom. 10:9-10; 1 Cor. 6:9-11; 1 John 1:9).

We believe that God wonderfully and immutably creates each person male and female. These two distinct, complementary genders together reflect the image and

nature of God (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the philosophy of SCS.

Finally, we believe that in order to preserve the function and integrity of SCS as a Christian community, and to provide a biblical role model for our students and the community, it is imperative that all persons employed by SCS in any capacity, or who serve as volunteers, agree to abide by our Statement of Philosophy (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22).

## **Admissions and Registration**

### **Admission**

1. Admission is primarily based on parental desire for Christian education demonstrated by parental statement(s) of faith and the family's involvement in church. The administration must be convinced that each family will fully support standards, philosophy, goals, statement of faith of the school, and exemplify a consistent standard of ethical, biblical morality.
2. In that Stockdale Christian School is an integral ministry of Bakersfield First Assembly of God, we actively lead and disciple children toward a salvation experience according to New Testament biblical guidelines. For children to truly receive the maximum benefit from this experience and teaching, the following is required: that one parent or legal guardian be a born again Christian; regular church attendance with the child at a recognized Bible-believing Christian church; and a signature from the family's pastor verifying church attendance. Any parent/guardian who is a registered sex offender should not apply for their student's admission to SCS.
3. Admission priority has been established by the school board. First priority is given to presently enrolled elementary and junior high students and their siblings. Second priority is given to regular attendees of Bakersfield's First Assembly of God Church. Third priority is given to Stockdale Christian Pre-school families who meet the admissions requirements, followed by all others according to the date of application.
4. An application of admission must be obtained from the school office or from the school website ([www.stockdalechristianschool.com](http://www.stockdalechristianschool.com)), completed and returned with a non-refundable New Student Application and Testing Fee. This does not assure admission, but serves as a source of information to determine suitability of placement in school.
5. Once the application and fee have been received, a testing date will be scheduled and the test given. Report cards from the last two years and any test results are to be brought to the testing. If there are any other examples of work or pertinent educational documents that help us to know more about your child, please feel free to bring them. Following this test there may be a short

conference with the parent regarding the results. Please allow an hour and a half for this process.

6. An appointment for an interview with the school administration will be set-up on the completion of testing. This interview is a prerequisite for admittance to SCS.
7. Upon satisfactory completion of the application, testing, interview, parents will receive notification from the school office regarding placement into SCS. The Administration/Admissions committee makes the final determination of admittance.
8. After notification of acceptance is received, final admittance is not attained until the yearly registration fee is paid and the registration forms have been signed, completed and returned to the office.
9. Stockdale Christian School does not discriminate on the basis of race, color, sex, national, or ethnic origin. We welcome people who desire a Christ-centered educational program. It must be remembered that attendance at Stockdale Christian School is a privilege, not a right, and every student is expected to behave in an orderly and respectful manner, maintaining Christian standards in courtesy, language, morality and honesty at all times. Parent and student behavior is expected to reflect the school's mission and philosophy.
10. Recognizing the evangelistic mission of the church, Stockdale Christian School will allow, on a limited basis, families that may not meet all requirements of admission. Stockdale Christian School reserves the right to determine suitability of the admission of any student and his/her continued enrollment for any and all special circumstances that may arise, including those not covered in the existing admission policy.
11. Students that withdraw from SCS and wish to re-enroll must again complete the registration process. Admin reserves the right of refusal regarding re-enrollment of former students who have been withdrawn or expelled. Upon re-admittance, students must satisfy a one-month probationary period. At the completion of the probationary period, administrators and faculty members will assess progress to determine whether continued enrollment is advisable. The administration reserves the right to continue to adjust the performance period or dismiss the student from school.
12. The administration reserves the right to place any student applying for admission on academic or behavior probation. At the completion of the given probationary period, administration and faculty members will assess progress to determine whether continued enrollment is advisable. The administration reserves the right to extend the probationary period or dismiss the student from SCS.

### **New Students**

SCS welcomes our new families to our school. Students meeting the admissions criteria and approved by the Administration/Admissions Committee are eligible for inclusion in all curricular and co-curricular activities unless specifically delineated upon entry. Our goal is to affirm each student's fulfillment of citizenship and academic achievement to ensure a smooth and successful passage into SCS.



## **Financial Policy**

The registration fee helps to cover the rental costs of textbooks, supplies, technology, facility use, membership in the Association of Christian Schools International, and the maintenance of student files. Registration for students in 7<sup>th</sup>-8<sup>th</sup> grades also covers some electives and yearbook fees. Registration, tuition, After School Program, and Discovery fees will be paid online using FACTS Tuition Management. Registration fees are non-refundable.

In recognition that Bakersfield First Assembly of God membership shares part of the costs of operating SCS by providing school facilities, a tuition credit of 15% will be given to active, tithe-paying members who are in good standing at Bakersfield First Assembly of God and have children enrolled in grades K-8<sup>th</sup> at SCS. Tithe-paying members are defined as members who contribute 10% of their income as undesignated contributions to Bakersfield First Assembly of God and are verified as such through the church business office.

If the yearly tuition is paid in full by August 1<sup>st</sup>, a 3% discount will be given. If tuition is not paid in full, 11 monthly installments can be paid starting in August and completed with a payment in June. These 11 installments will be paid online through FACTS Tuition Management and are due on the 1<sup>st</sup> of each month.

All incidental fees such as application and testing fees, sports, band, lunch tickets, class fees, and elementary yearbooks may be paid directly to the school. A cancelled check will constitute as a receipt. Checks are preferred; however, a receipt will be issued when paying in cash. Other receipts will be issued only on request. Please make checks payable to: STOCKDALE CHRISTIAN SCHOOL. Returned checks will result in a \$20.00 charge for reprocessing.

### **Tuition Refund Policy for Those Who Paid Full Tuition**

#### **Semester 1**

June 1 to August 14 – 75% refund of first semester tuition

August 15 to October 20 – 50% refund of first semester tuition

October 21 – no refund of first semester tuition

#### **Semester 2**

Prior to December 1 – 100% refund of second semester tuition

December 1 to January 8 – 75% refund of second semester tuition

January 9 to March 9 – 50% refund of second semester tuition

March 10 – no refund of second semester tuition

The educational program offered at Stockdale Christian School is funded on a strict operating budget. For the school to maintain fiscal stability, it is important that each family responsibly remit tuition payments on a timely basis. Upon failure to comply with the financial agreement, parents may receive a letter from the school stating that all outstanding balances must be paid for the student(s) to continue in school. SCS reserves the right to refuse academic continuation at the first month's tuition delinquency or if no prior arrangement has been made with the business office. Report cards will be withheld until the account has been paid in full. A student who

has not returned textbooks will have his/her yearbook withheld until the textbooks are returned or paid for in full.

## **Program Overview**

### **Christian Training**

SCS teaches those truths which are central in the Protestant tradition. We evangelically present that man is sinful in nature and needs to be restored to a right relationship with the Lord Jesus Christ if he is to know peace here or in the hereafter. The school acts in a supportive role to reinforce the Christian training in the home.

### **Bible Study**

A period is set aside each day for instruction and training in God's Word. The study of Scripture is especially designed to be age-level appropriate. Since the Bible is the only authoritative basis of the Christian faith, we feel that every young person should be thoroughly familiar with its precepts and principles, and we encourage each student to integrate these biblical principles into everyday life.

### **Prayer**

Prayer is a vital ingredient in our program of Christian training. Students at SCS are trained in the importance of establishing a consistent daily prayer life. Teachers lead the students to understand how God is central to all of life and living and that continual communication with Him is essential to consistent Christian living.

### **Scripture Memorization**

We subscribe to a systematic program of continuous Scripture memorization. The student learns many important and meaningful Bible verses so necessary for true Christian living in today's world.

### **Christian Conduct**

At SCS we are very concerned that our students develop high standards of Christian conduct. We expect our teachers to instruct in the areas of Christian discipline, diligence, and dependability. Students learn what it means to be Christians that display the fruit of the Spirit.

We are concerned with what the child is "becoming" in terms of understanding his rights, obligations, and influence as a Christian and his effect on the world in which he lives. Our program is designed with a concern to develop physical well-being and a wholesome Christian personality through participation in social and recreational activities.

### **Christian Missions**

The need and challenge of mission areas and the work of missionaries are presented not only during the Bible study period, but also in chapel. Each year we set aside a special time for mission emphasis. This time includes a special

prayer for missionaries around the world, offerings collected for specific mission's projects, and a time of sharing from a missionary.

### **Missionary Projects**

Students are challenged to give monthly to benefit children less fortunate than themselves. Currently, our students sponsor 24 children to attend Christian school in Bolivia through Latin American Child Care. Students also donate funds to a variety of organizations such as the Association of Christian Schools International Missions Fund, FLOOD Ministries, Bakersfield Pregnancy Center, and the Bakersfield Rescue Mission.

### **Community Service Projects**

Every class participates in projects that help share the love of Christ with the people of our community. The following are example projects in which our students have participated: visiting our senior citizens at a local retirement home, making sandwiches to support the Bakersfield Rescue Mission, a recycling program, and Operation Christmas Child. The 7<sup>th</sup> and 8<sup>th</sup> grade students are required to complete 15 hours of community service per school year.

### **Chapel**

Chapel services are held weekly at SCS, and student attendance is required. Chapel services are geared to the particular age groups involved. The school will advise parents of the chapel schedule well in advance. Chapel days have been designated as dress-up days for all students. (See dress code for clarification). Parents and interested friends of the school are always welcome to join us for regularly schedule chapel services at these times:

- K-2<sup>nd</sup> – Thursdays, 1:00-1:45 in the Worship Center
- 3<sup>rd</sup>-5<sup>th</sup> – Thursdays, 1:45-2:30 in the Worship Center
- 6<sup>th</sup>-8<sup>th</sup> – Thursdays, 2:35-3:15 in the Worship Center

### **Christian Example and Leadership**

All teachers at SCS are born again believers, well grounded in Bible doctrine and mature Christian living. Teachers at SCS view their service as a “ministry” to children and by example and personal testimony, seek to demonstrate a consistent Christian life before the student body. Each teacher is dedicated to serving God through the ministry of teaching.

### **Academic Program**

The academic program at SCS is designed to give the student the strongest possible background in the basic skills. A variety of texts are used within our curriculum. The majority are written and developed by Christian publishers especially for use in Christian schools. We are not bound to use any certain textbook, but are free to choose from the many publications and texts, which present the material most interestingly and effectively, while corresponding to our school philosophy.

### **English**

Our basic English program, thoroughly practical in its approach, teaches capitalization, punctuation, parts of speech, sentence structure, and guides the student in putting new skills to immediate use in composition. Cumulative review exercises are given at the end of each unit so that the student will retain much more over the course of a year.

### **Handwriting**

Handwriting is an important skill and is emphasized during grades 1-4. Sample letters are given the way they are to be written to give students a guide to accurate writing. Attention is given to the following components of penmanship: shape, size, line placement, spacing, and neatness. Students will learn to be careful, orderly, neat, clean, and consistent by having a standard to follow.

### **History/Geography**

History texts are written with the conviction that there are many lessons to be learned from the study of history. These lessons are vitally important to our students both now and for the future. The insights that the Bible gives us about God's dealings, human nature, and the biblical principles of right and wrong enable us to identify the lessons of history and to teach them with confidence. As students study the great characters of history, they are encouraged to pattern their lives after those who show qualities of loyalty, honesty, dignity, love, and humility.

### **Mathematics**

Mathematics is taught with emphasis to memorizing basic facts, mastering computational skills, and using mathematical reasoning. Attention is placed on applying mathematical principles in practical situations. Components of the math program include, but are not limited to, the following: number systems, time, money, measurements, fractions, decimals, percentages, geometry, graphing, pre-algebraic, and algebraic concepts. A vital part of our math program involves repetition and review, which is essential to mastery of the basic mathematical skills.

### **Reading**

Reading is designed to teach children to truly understand, enjoy, and use written language. High intensity phonics, decoding, vocabulary, comprehension, and study skills are emphasized. Students are taught to integrate and apply reading skills to a variety of contexts that are geared to help students with reading comprehension in both fictional and non-fictional texts.

### **Science**

Science is taught by presenting the universe as the direct creation of the God of the Bible. Without God as the Great Designer, the laws of nature would be incomprehensible. The exploration of science gives us an appreciation for our world and the laws of nature. In science, our students receive a solid foundation of earth, life, and physical sciences. They study space, matter, and the human

body. Students also learn to integrate science with technology, engineering, and math (STEM). In the upper grade levels, opportunities to study hydroponics, robotics, and coding are offered.

### **Spelling**

Success in spelling depends on the use of phonetics and practice. Phonics is extensively taught in grades K-2<sup>nd</sup> to help lay a foundation for proper spelling. Spelling lessons contain words arranged according to phonetic rules. Weekly tests on assigned word lists are given in grades K-6<sup>th</sup>.

### **Writing**

Throughout their education at SCS, students will progress in their writing skills through writing words, sentences, paragraphs, essays, letters, reports, and research papers. In the upper grade levels, students hone their writing skills through the use of technology.

### **Technology**

All students receive technology training through the use of our computer lab, classroom computers, and/or chromebooks. As student progress in their technology skills, training may include, but is not limited to, the following: word processing, graphics, desktop publishing, spreadsheets, presentations, internet etiquette, collaboration, web tools, video editing, and the integration of technology into various subjects.

## **Fine Arts**

### **Vocal Music**

Vocal music is an important part of our school culture. Students in grades K-5 will be introduced to music theory through the use of rhythm experiences, singing, staff reading, and ear training. They will also learn about difference composers, styles of music, and various instruments. All K-5<sup>th</sup> students have the opportunity to participate in two concerts per year. Students in 6<sup>th</sup> – 8<sup>th</sup> grades are given the opportunity to participate in choir and/or try out for the Worship team, which leads worship for 6<sup>th</sup>-8<sup>th</sup> chapel services.

### **Instrumental Music**

At SCS 3<sup>rd</sup>-8<sup>th</sup> grade students are eligible to participate in the instrumental music program depending on their interest, maturity, and musical skills. SCS offers four different bands: Beginning Band, Symphonic Band, Wind Ensemble, and Jazz Band. There are also a variety of smaller instrumental ensembles. Instrumental music is a lesson-based program. Every student participating in the band program is required to take a weekly lesson either on or off campus. Students advance through the different levels of the program by satisfying specific requirements of musicianship. Band members typically perform at community events and festivals. The Wind Ensemble and Jazz Band also perform at local and out-of-town competitions. Additionally, instrumental groups perform at our annual Christmas and Spring concerts. A grade point average of 2.0 or above is needed to participate in the instrumental music program.

## **Drama**

Creative dramatics is offered as part of our Christmas and Spring programs and other class or school productions. All students are encouraged to participate in these activities.

## **Art**

Art is part of the K-6 program, and special class time is set aside for students to engage in this mode of self-expression. A wide variety of media is available through our curriculum. Each student explores a variety of art elements including: line, color, shape and form, texture and pattern, space, drawing, self-expression, culture and history, artists, aesthetics, and media exploration. Art is also offered as an elective in Junior High.

## **Other Enrichment Opportunities**

Students in 6<sup>th</sup> – 8<sup>th</sup> grade have the opportunity to participate in various educational programs. These include, but are not limited to, foreign language, yearbook/publishing, STEM, and student council. 6<sup>th</sup>-8<sup>th</sup> grade students may also participate in the SCS Science Fair, and many are selected to move on to the Kern County Science Fair. Additionally, all SCS students have the opportunity to participate in ACSI Competitions: Math Olympics, Speech Meet, Spelling Bee, and Piano Festival.

## **Physical Education and Athletics**

### **PE Instruction**

We realize the importance of a healthy body and feel that regular physical exercise is essential to good health. All students will receive regular instruction from a physical education specialist in a variety of physical education activities. Each year, SCS participates in the Physical Fitness Program, and awards are given to those students who attain a high level of fitness in the various activities.

A unique part of our PE program is that in K-3<sup>rd</sup> grades, students are instructed in hand-eye coordination, balance, body motion awareness, and large motor development through the use of various stations of activities. These fundamentals help students develop the necessary skills for a variety of sports.

For participating in PE, our K-5<sup>th</sup> students may earn a grade of E (excellent); S+, S, or S- (satisfactory); or an N (needs improvement). In 6<sup>th</sup>-8<sup>th</sup> grade, the student's overall PE grade will show on the report card as an A, B, C, D, or F. We do understand that occasionally a student may not be able to participate in PE due to injury or illness. In order to be excused from participating in PE, a student must bring a parent note to the PE teacher regarding the student's illness/injury. If the illness/injury should exceed one week, the parent note must be accompanied by a doctor's note.

K-6<sup>th</sup> grade students are graded based on effort the student puts forth in PE and the attitude with which the student participates.

7<sup>th</sup>-8<sup>th</sup> grade students earn PE grades in the following manner:

- Dressing out in SCS PE uniform (\*students will be able to make up for 1 non-dress per quarter)

- Effort in PE Participation
- Punctuality to PE class

If attendance to PE class falls below 80%, a student may receive a grade of IC (Incomplete) for his/her PE grade for that quarter.

### Team Sports

Upper elementary and junior high students have the opportunity to participate in our after school sports program, which includes the following school league competitions:

- Flag Football – 5<sup>th</sup>-8<sup>th</sup> grade boys
- Volleyball – 5<sup>th</sup>-8<sup>th</sup> grade girls
- Basketball – 5<sup>th</sup>-8<sup>th</sup> grade boys and girls
- Track and Field – 4<sup>th</sup>-8<sup>th</sup> grade boys and girls
- Golf – 6<sup>th</sup>-8<sup>th</sup> grade boys and girls

Students must maintain a 2.0 grade point average to participate in sports. Students who do not maintain a minimum 2.0 GPA may attend practice sessions, but may not wear uniforms, participate in a competition or game, be included in team photos, or participate in awards ceremony. Quarterly report cards and mid-quarter evaluations will be used to determine eligibility or ineligibility. Once the student meets the academic requirements, the student and parents will be notified by a letter stating the student will be reinstated. All students must have health insurance coverage to participate in team sports.

6<sup>th</sup>-8<sup>th</sup> grade students may attend sporting events hosted in the gym and are allowed to purchase items from the snack bar. Students must remain in the gym until picked up by a parent, or (when the event is over) they must report to Daycare.

## Daily Procedures and Policies

### Attendance

#### School Hours and Bell Schedule

School begins promptly at 8:25 AM. Each grade level has a snack break/recess in the morning and a lunch break is provided thereafter. Kindergarten dismisses at 2:30 PM; 1<sup>st</sup> and 2<sup>nd</sup> grades at 2:45 PM; 3<sup>rd</sup>-5<sup>th</sup> grades at 3:00 PM; and 6<sup>th</sup>-8<sup>th</sup> grades at 3:15 PM. Children who are not picked up within 15 minutes of dismissal will be automatically signed into the After School Program.

Regular school attendance is required by law and necessary for good scholarship. The only recognized reasons for excused absences are illness, medical/dental appointments, or death in the family. All other reasons, including family trips or outings, will be considered unexcused unless previous arrangements are made with the school well in advance. Daily class period attendance will be taken and recorded. Parents will be contacted if a negative pattern of absences is noted. **80% attendance is required for students to move on to the next grade level.** Excessive absences or tardies may result in the dismissal of your student from school.

#### Absences and Tardies

Parents must report their student's absence/tardy to the Main School Office or the 6<sup>th</sup>-8<sup>th</sup> Office by 8:30 AM on the day of the absence/tardy at 327-3927; or 6<sup>th</sup>-8<sup>th</sup> may email Mrs. Cuen at bcuen@stockdalechristian.com. Please report the following information: your name, your child's name, and reason for the absence/tardy.

Students who arrive after 8:30 AM must come to the appropriate office for a clearance pass. Tardiness will be excused if there is a parent note or phone clearance and will be unexcused without a note or call. Additionally, 6<sup>th</sup>-8<sup>th</sup> grade students will receive a classroom check for each tardy to an individual subject class (refer to "Check System" on p. 42).

SCS does not observe fog delays. Please have your children at school at the usual time unless you feel that it is unsafe to drive. Once the fog lifts, bring your child to the appropriate school office for a pass. Foggy day(s) will not count as a tardy.

### **Departure during the School Day**

The departure of students during school hours requires students to bring a note from home, check out at the office to receive an off-campus pass, and check back in at the office when returning. We discourage parents from taking groups of students out to lunch since it is difficult to eat and return within 40 minutes. Please consider the amount of disruption that is caused when a student or group of students leave a class early or come in late. If this is absolutely necessary, it is required that a signed permission note from each student's parent be given to the office in order for them to leave campus.

### **Office Visits and Phone Usage**

Students must have a pass/permission from the teacher to come to the school offices.

Calls to stay or be picked up from after school sports, music, or other activities must be approved by a teacher before coming to the office. Calls to a parent must be made in the school offices. In case of emergency, your child may be reached through a telephone message to the school office. We request that parents not disrupt class time with phone messages unless absolutely necessary. Usage of the telephone by students is limited to emergency calls and school business calls only. Calls for permission to attend parties or go to a friend's house, etc. will not be permitted. **Cell phones are not to be used on campus by students.**

### **Visitors**

For the safety of our student body, visitors are not allowed on campus without signing into the Main Office and receiving a Visitor's Badge. A Visitor's Badge must be worn at all times while on campus. At no time should a parent go into the classroom during school hours without notifying the school office, which in turn will notify the classroom teacher. If you need to deliver an item (i.e., lunch, books) please leave the item in the office and the office personnel will make sure your child is notified. **COVID-19 adjustment: No visitors will be allowed in the classrooms until further notice.**

Due to the Christian nature of the school and the fact that parents are the primary role models for their children, we require that parents follow the same modest dress guidelines and behavior expected of the student body. We also request that NO



SMOKING take place on the school or church property in accordance with California State Law.

### **Drop Off and Pick Up**

All students arriving or departing from school must do so by using the Marella parking lot or the Charter Oaks drive thru, unless otherwise indicated. There is **No Parking** allowed in the drop off zones. If it is necessary to come to the office, please park your car in the designated parking spaces. For the protection of our students, please drive slowly and do not use a cell phone while driving. **Remember**, we teach our children not by what we say, but by what we do. Please use the designated cross walks when crossing through traffic. **COVID-19 adjustment: Parents are required to remain in their vehicle and drive through the pick-up line until further notice.**

### **Library**

SCS provides a school library, through which students may check out books. No books are to be removed from the library except those properly checked out through the librarian. It is the student's responsibility to see that borrowed books are returned promptly on or before the due date. If a student fails to return a book, he/she will not be allowed to check out another book until that book is returned or paid for in full. Parents will be billed the cost of books that are overdue and have not been returned at the end of each quarter. Damaged books must also be replaced at full value. The library is open from 8:00 A.M. to 3:30 P.M. daily.

**COVID-19 adjustment: The library will be closed to students other than at scheduled class times until further notice.**

## **General Information and Policies**

### **Communication**

The school primarily communicates through email. Please add bcuen@stockdalechristian.com to your contacts list, as a majority of these emails will be sent from this email address. Please check our website for valuable resources that provide information regarding the school calendar, daily school schedules, school activities, newsletters, forms, etc. You may access the website at www.stockdalechristian.com. **Please read all school notices.** They contain information of importance to your family. A weekly newsletter will be emailed to families every Friday. This newsletter is also posted on our school website.

Birthday party or private party invitations may not be passed out at school unless the entire homeroom or all boys/girls are invited. If you need addresses for mailing invitations, please refer to the school directory.

The school directory is provided through your RenWeb account. This directory is to be used by our school parents for school-related communications only and is not to be used for any form of business solicitation. For those who have completed the Directory Release Form, giving permission to include your family in the school directory, you will continue to be part of the school directory for the duration of your student's enrollment. If you are new to SCS or would like to change or delete your information, please complete the Directory Release Form in the Main School Office.

## **Parent Orientation**

At the beginning of each school year, we meet for Parent Orientation sessions: K-5<sup>th</sup> and 6<sup>th</sup>-8<sup>th</sup>. **Attendance at the grade-level appropriate session(s) is required for both parents.** At Parent Orientation, you will have a chance to meet your child's teacher. Teachers will explain their goals and objectives for the year and will give a brief overview of their program. You will have a chance to ask questions regarding the instruction of your child at this time.

Parent Orientation is designed especially for parents to get better acquainted with their child's teacher and to provide a strong parent-school relationship. We feel that we cannot be successful in the education and training of your child without a close bond of communication between the school and the home. We desire the best for your child, and feel that your cooperation in attending parent meetings is essential in order for your child to receive the maximum benefit.

## **Food Program**

SCS offers morning snack bar items at recess to 1<sup>st</sup>-8<sup>th</sup> grade students. These items meet school nutritional standards and are offered at a low cost. Some of these items include (but are not limited to) fresh fruit, popcorn, beef jerky, and string cheese.

For lunch, SCS provides a hot lunch program for all students. K-6<sup>th</sup> grades operate on a ticket system. Each ticket costs \$40 and will purchase 10 lunches. You may send a check with your student to the classroom, noting the student's first name and the student's teacher's name on the check. 7<sup>th</sup> and 8<sup>th</sup> grade students operate on a daily "cash only" basis.

## **Medical/Legal Documents**

Parents requesting teachers to fill out official documents concerning student's academic or behavior progress at school, need to supply a stamped envelope addressed to the party requesting the information or an email address and phone number of the academic institution or facility receiving these authorized documents. Official documents will be sent to the authorized recipient.

## **Parent-Teacher Fellowship (PTF)**

SCS has an active Parent-Teacher Fellowship (PTF). This organization exists for a dual purpose of providing an avenue of fellowship for parents and teachers who have a common interest in the development of the school. Secondly, it provides services that will benefit the staff and school families.

The PTF Board is comprised of the following: President, Administration Representative, School Board Representative, President Elect, Secretary, Treasurer, Room Parent Coordinator, Hospitality Coordinator, Publicity Coordinator, Family Services Coordinator, Prize Coordinator, Teacher Representative, and Volunteer Coordinator. The PTF is responsible for various activities such as fund-raising, providing Room Parent Coordinators (RPC) for each classroom, assisting with special activities, and providing prayer support for the school.

## **Fundraising**

PTF coordinates one main school fundraiser each year, the Shield Gala. We ask that every family participate if possible. This fundraiser has been very successful in raising funds above and beyond the regular school budget in order to enhance the quality of Christian education for our students. Computers, Chromebooks, playground equipment, enhancements for science/STEM lab, and charter busses for class field trips are just a few of the items purchased. Please note that students may not sell fundraising items on campus that have not been approved by administration.

### **Development**

SCS's Development Department has been established to provide activities to supplement the school's annual budget in order to benefit the students, faculty, and our school campus. Among these activities are the annual Christmas Letter, Principal's Circle Dinner Show, and major donor solicitation. The majority of monies raised from these activities go to our tuition assistance program.

### **School Emergency Plan**

SCS has developed a School Emergency Plan in the event of a crisis. The school administration will institute the appropriate emergency plan as determined by the type of disaster or emergency that occurs. The school staff is apprised of the steps to be taken in the event of such a disaster and will provide for an orderly and systematic evacuation and/or departure from the campus as deemed appropriate. Each classroom teacher is responsible for initiating practice drills both inside and outside school buildings when instructed to do so by the administration. Classroom evacuation, fire, earthquake, shelter in place, and lock-down drills are practiced throughout the school year.

### **Library Resources for Parents**

SCS has a library available for students and parents. We encourage parents to use our library facilities as we have many fine books and DVDs for loan in the areas of marriage, family, discipline, and spiritual growth. We ask every family to take advantage of the "Effective Parenting" DVD series that is available for your use. Each new family will be given a booklet that corresponds with this series. The library is open from 8:00 AM to 3:30 PM daily. **COVID-19 adjustment: The library will only be open for class use.**

### **Chaperones**

All chaperones accompanying students on an overnight trip must get a Live Scan (fingerprinting) to verify that there is no criminal history. The Office or Teacher will provide you with Application Information section of the Live-Scan Request Form to take with you for the fingerprinting. Live-Scans can be done at the following locations:

1. **The UPS Store** at 4725 Panama Lane #D3, 93313, (661) 831-9904  
(Cost \$20) Hours: 8am-6:30pm (M-F) 9am-3pm (Sat.)

2. **PostNet** at 13061 Rosedale Hwy, Suite G, 93314, (661) 587-7678  
(Cost \$20) Hours: 8am-6:30pm (M-F) 9am-5pm (Sat.)

### **Transportation**

SCS does not provide bus service to and from school. Individual families are responsible for arranging their own transportation. The school does provide assistance in helping people in the same geographical areas contact one another for car-pooling.

Field trips or activities away from the school are accomplished through private carriers or parent drivers. All private conveyance must satisfy requirements regarding seat belts, insurance, and other appropriate legal codes. For those available to drive on field trips, a "Volunteer Driver Application Form" must be completed each year.

### **After School Program - Before and After School Supervision**

Supervision is available for students starting at 7:00 AM before school for no charge. The After School Program is available from 2:30 PM - 6:00 PM after school. Children on campus 15 minutes after class dismissal will be considered an After School Program Student and will be charged accordingly, since state law mandates such supervision to be provided and the provision of adequate staff during these hours. After dismissal, allowances will be made for students in grades with different dismissal times who need to wait for siblings.

The After School Program is an annual fee and will be charged and billed on an eleven (11) month basis. Students that attend the After School Program and are not enrolled in it annually will be charged at the current "DROP-IN" rate. Every parent or person designated to pick up a child from the After School Program must first report to the designated area to check the child(ren) out. Students on campus after 6:00 PM will be charged a minimum of \$5.00 for the first five minutes and \$1.00 per minute thereafter. This amount will be added to the parent's account or may be paid and receipted the same day.

Every effort will be made to ensure that no student leaves the school premises with any person other than those listed on the **Pickup List** without written authorization from the parent or guardian. Please advise those listed not to be offended if identification is requested.

### **Transfers or Withdrawal from School**

The parents of any student withdrawing from SCS should contact the school so that the child's records may be completed for transfer. All textbooks and library books must be turned in, as well as any miscellaneous fines cleared with the office before the withdrawal procedure takes place. **Your FACTS account will be charged for unreturned textbooks and library books.**

### **Cumulative Records**

Student Records

Provisions of the California and Federal Education Codes have authorized parents, in consultation with school personnel, to inspect the school records of their children. The school maintains the following types of student records:

- Attendance records
- Academic records
- Dates of graduation
- Enrollment forms
- Immunization records
- Standardized test scores

The school office is responsible for maintaining these records. Parents or legal guardians of students who wish to review any of their student's records should make an appointment through the Registrar. Parents wanting a copy of items in their child's records may request such through the Registrar.

When inspecting a student's records, any authorized parent or legal guardian may question the contents of the records. If, after review, you feel that any information contained in the record is inaccurate, misleading, or otherwise inappropriate as defined by federal and state law, you will be given an opportunity to file a written request with an administrator for removal or correction of the objectionable information and, if necessary, a conference will be scheduled to consider the objections. You also have a right to include, as a part of the record, a statement of your objections to information in the record, or to any record of disciplinary action taken by the school. All persons viewing student records must sign the "Person Reviewing Form."

A log will be attached to each child's records on which will be recorded the name, date, and reason for any person, other than school officials and staff, who inspect any part of that child's records. School officials or employees shall be limited to certificated teaching and administrative persons and the office personnel responsible for placing information into student files. Other provisions of federal and state laws protect your rights by restricting the release of information from student records. Only specified individuals and agencies have access to such information under the law, and such persons reviewing the record must sign a statement indicating the purpose of the review and restricting any further release of information. Other persons may be permitted to review the records with the written consent of the parents or the student who is 18 years of age or older.

### **Student Restrooms/Locker Room**

Student restrooms and locker rooms that are designated for one biological sex shall only be used by members of that biological sex. In other school facilities or settings where a student may be in a state of undress in the presence of other students (i.e. changing costumes during school theatrical productions), school personnel shall provide separate, private areas designated for use by students according to their biological sex.

## Academic Standards and Procedures

### Supplies

All students are required to have the appropriate school supplies in their backpacks/school desks. The SCS Parent and Student Handbook, class folders, and composition books are provided. The Supply List can be accessed on the school website and in either of the school's offices.

### Backpacks/Folders

Backpacks are required. Backpacks/folders must be kept clean of **all** graffiti, stickers or patches. The only acceptable writing on the backpack is the student's name written one time only. If a backpack/folder is found to not be in compliance with this rule, the student will be asked to obtain a new backpack/folder. With "reasonable cause," school authorities may search a student's backpack/folders.

### Textbooks

Textbooks are loaned to the students (unless it is a consumable workbook), and it is expected that students will take proper care of them. Students will be financially responsible for any books lost or damaged. Fees incurred from lost, damaged, or unreturned books will be added to the parent's FACTS account.

### Homework Policy

Homework shall reinforce and extend classroom work. Homework may be given on any day of the week (a lighter amount on Wednesdays or weekends) and is expected to be turned in on the date it is due. 4<sup>th</sup>-8<sup>th</sup> grade students should check RenWeb for their homework due dates, tests dates, project due dates, and keep a record in their folders. K-3<sup>rd</sup> grade students will have a Daily Assignment Sheet filled out at school by the student or teacher. It is recommended that parents check their students' homework assignments daily. Each evening before leaving school, students should make sure they have all materials needed for a given night's work. Generally speaking, the approximate duration of homework should be one to two hours. Please see below for the general guidelines for daily homework:

Grade Level:	Approximate Duration:
K-3	20-30 minutes
4	30-45 minutes
5-6	30-60 minutes
7-8	60-120 minutes

### Late Work

In order to teach responsibility and ensure accountability, assignments that meet the standards of the individual teacher and are turned in on the due date will be given full credit. Work turned in after the due date may cause a reduction in points earned at the discretion of the classroom teacher for K-5<sup>th</sup> grades. The 6<sup>th</sup>-8<sup>th</sup> grade late work policy is as follows:

- Classwork – no late classwork accepted for credit

- Homework (daily/regular) – each student will receive 3 no-penalty, one-day grace passes per class per quarter; after those passes are used, late homework will receive a grade of 0%
- Projects/Large Writing Assignments – a deduction of 10% will be taken every day the project is late (with a cap of 50% deduction)
- Deadline Checks – for larger projects, a teacher may assign checkpoints for a deadline grade. If the deadline is not met, no points will be awarded
- Plagiarized work - 0% and a Merit Loss for first time offenders; 0% and a Referral for repeat offenders

### **Assignments during In-School and Home Suspension**

Classwork must be completed during an in-school and/or home suspension, except for assignments requiring classroom participation (i.e., science labs). These assignments cannot be made up and may result in a 0% grade unless special arrangements are made with the teacher.

### **Assignments Due to Absence**

Students that miss an assignment because of illness will be given a minimum of one day for each day of absence to make up their assignments. It is recommended that each student have a “buddy” in each class who can be contacted about what might have been missed. It is the student’s responsibility to get all missed assignments and then to complete them in a timely manner. Depending on the student’s arrangement with the teacher, work not turned in as required may cause a reduction in points earned for that assignment/subject.

### **Cheating and Plagiarism**

Cheating is defined as copying answers from another student on any assignment, test, or project. Plagiarism consists of “stealing and using as one’s own the thoughts, writings, ideas, or works of another; taking and using a passage, plot, etc. from the work of another writer and representing it as one’s own.” These are serious offenses and will not be tolerated at Stockdale Christian School. Should a student cheat or submit plagiarized work, the following consequences will result:

First Offense:

1. The student will receive a grade of 0% on the assignment/exam/project/paper.
2. Parents will be contacted.
3. A Level 1 Demerit will be given.

Second Offense:

1. The student will receive a grade of 0% on the assignment/exam/project/paper.
2. Parents will be contacted.
3. A Level 2 Demerit will be given.

Third Offense:

1. The student will receive a grade of 0% on the assignment/exam/project.
2. Student and parents will meet with the Administration for possible dismissal from SCS.

## Grading Scale

The following grading scale will be used for 1<sup>st</sup>-8<sup>th</sup> grades:

<b>A+</b> =	<b>100-98</b>	<b>C+</b> =	<b>79-78</b>
<b>A</b> =	<b>97-93</b>	<b>C</b> =	<b>77-73</b>
<b>A-</b> =	<b>92-90</b>	<b>C-</b> =	<b>72-70</b>
<b>B+</b> =	<b>89-88</b>	<b>D+</b> =	<b>69-68</b>
<b>B</b> =	<b>87-83</b>	<b>D</b> =	<b>67-63</b>
<b>B-</b> =	<b>82-80</b>	<b>D-</b> =	<b>62-60</b>
		<b>F</b> =	<b>59</b>

For Conduct and Work Habit grades, as well as some enrichment classes and K-5<sup>th</sup> PE, the following scale will be used:

**E = Excellent; S+, S, S- = Satisfactory; N = Needs Improvement**

For 6<sup>th</sup>-8<sup>th</sup> grades, Quarterly GPA (Grade Point Average) determinations include calculations of grades in all subjects (non-core subjects, electives, PE, and band are weighted less when averaging GPAs). Scholastic column grades as written on the report cards receive a GPA determination of the following:

<b>A+</b> =	<b>4.3</b>	<b>C+</b> =	<b>2.3</b>
<b>A</b> =	<b>4.0</b>	<b>C</b> =	<b>2.0</b>
<b>A-</b> =	<b>3.7</b>	<b>C-</b> =	<b>1.7</b>
<b>B+</b> =	<b>3.3</b>	<b>D+</b> =	<b>1.3</b>
<b>B</b> =	<b>3.0</b>	<b>D</b> =	<b>1.0</b>
<b>B-</b> =	<b>2.7</b>	<b>D-</b> =	<b>0.7</b>
		<b>F</b> =	<b>0.5</b>

## Reports of Academic Progress

Mid-quarter reports are sent home between each report period with the K-2<sup>nd</sup> students whose grades have fallen below the minimum standard and for all 3<sup>rd</sup>-5<sup>th</sup> grade students. 6<sup>th</sup>-8<sup>th</sup> grade students will not have a mid-quarter report, as students' grades can be viewed on RenWeb. 6<sup>th</sup>-8<sup>th</sup> grade teachers will post grades to RenWeb by 5 PM every Friday. It is imperative that you access RenWeb to stay current with your child's grades.

For students in 1<sup>st</sup>-8<sup>th</sup> grades, report cards will be emailed to all students' parents at the end of the quarter (with the exception of the 1<sup>st</sup> Quarter Report Card that will be issued at Parent/Teacher Conferences).

## Parent Conferences

Parent conferences are held once a year as part of the first reporting period. **Fall conferences are mandatory and should be attended by both parents.** During the fall conference period, school will operate on a minimum day schedule with instruction ending for all classes between 11:30 AM -12:00 PM.

Parents or teachers may request additional conferences if they feel special circumstances (behavior, academic, emotional, spiritual) warrant such a conference. Unless otherwise specified, all conferences will take place in your child's homeroom. Parents may also be notified by email or telephone call of the student's progress



(academically, behavioral, tardies, etc.). Teachers will strive to keep the parents informed if problem areas arise and/or improvements are noted. Parents may contact teachers throughout the school year by email or calling the office and leaving a message to call.

### **Class Placement**

As SCS already maintains high standards of academic excellence, the only classes categorized as accelerated are 7<sup>th</sup> grade pre-algebra and 8<sup>th</sup> grade algebra. Students placed in the accelerated class are expected to maintain an 80% (B-) or higher each quarter with an overall GPA of 3.3 or higher. Students will be evaluated for placement in these classes based on the following:

- Class performance
- Work habits
- Behavior
- TN3 scores
- Grade Point Average

### **Academic Probation**

It is the goal of SCS to see all students succeed academically. For those students who do not meet academic expectations, the following interventions may be enacted:

- Parent/Teacher communication and conference
- Assessment by special academic services
- Suggested tutoring, academic coaching, or other interventions

7<sup>th</sup> and 8<sup>th</sup> grade students whose GPA falls below a 2.0 (overall grade of C) will be placed on academic probation.

### **Promotion to Next Grade Level**

In K-6<sup>th</sup> grades, those students who are not meeting the academic expectation at their current grade level may benefit from repeating that grade level. Parent/Teacher conferences will be held in the springtime regarding any possible retentions.

### **Promotion to 8<sup>th</sup> Grade**

A 7<sup>th</sup> grade student is expected to maintain a minimum GPA of 2.0, have attended school 80% of the enrolled days (extended absences must have administrative approval), and have satisfactorily completed (according to the teacher's evaluation) the following to be promoted to 8<sup>th</sup> grade:

- Research Paper
- Computer Skills with a minimum WPM of 15
- Science Fair Project or Science Multimedia Project
- Sermon
- 15 Hours of Community Service

### **8<sup>th</sup> Grade Graduation Requirements**

To receive a Diploma of Graduation with inclusion in the Graduation Ceremony, an 8<sup>th</sup> grade student is expected to have satisfactorily completed the following:

- Returned or reimbursed the school for all books, equipment, and outstanding fees

- Up-to-date tuition account
- Attended school 80% of the enrolled days (extended absences must have administrative approval)
- 2.0 (C) or higher GPA
- Satisfactorily completed (according to the teacher's evaluation) the following:
  - Constitution Test
  - Research Paper
  - Computer Skills with a minimum WPM of 20
  - Science Fair Project or Science Multimedia Project
  - Sermon
  - 15 Hours of Community Service

### **Standardized Testing**

Each year a standardized test is administered to measure the achievement of each student, the effectiveness of our program, and to assist the school staff in identifying areas of need. Parents will be mailed a copy of their child's standardized assessment results over the summer.

## **Dress Code Guidelines**

### **These guidelines begin the first day of school**

We believe that the Dress Guidelines at Stockdale Christian School places emphasis on the character development of the student rather than on external appearance. Our goal is to provide modest, functional school clothes, centered on cleanliness, neatness, good taste and safety, while being affordable to all families. We encourage parents to establish these standards in their children's daily dress and grooming. It is our desire to see the students of SCS reflect these standards, taking pride in their appearance and their school. **Parents are also expected to dress modestly while on campus.** Thank you in advance for your close attention to these guidelines and for your support.

### **Approved items may be purchased from the following:**

- Mills Company Stores (800)541-1850 – brochure in school office – school code 5311
- Lands' End School Uniform Catalog – catalogs in school office
- French Toast and Dickie brands may be found at a variety of department stores such as Target, Sears, Walmart, etc.
- Any store that sells uniforms that match the Mills standard look

### **Outerwear (coats, jackets, blazers, vests, sweaters, and sweatshirts):**

- Solid, unadorned navy, black, gray, and white items
- Sweaters must be cardigan style or pull-over
- SCS logo sweatshirts
- SCS team logo sweatshirts

### **Backpacks (no wheels K-6<sup>th</sup>)/Folders:**

- **Backpacks/folders must be kept clean of all graffiti, stickers, patches, or toys. The only writing on the backpack is the student's name written one time only. Designs and characters must be appropriate to their Christian walk.**

**Shoes:**

- Dress or athletic shoes with closed toes and a closed heel
- Heels on dress shoes no higher than 1½"
- Boots not allowed

**7<sup>th</sup>-8<sup>th</sup> Grade Option only:**

- Boots allowed

**Hair:**

- Clean and well-groomed
- May not be dyed an unnatural color
- May not be in a faddish or extreme style
- No extreme spikes allowed

**Girls:** No hair feathers or tinsel. Bangs must be above the eyebrows or pinned back. No hair hanging on the face.

**Boys:** Hair no longer than top of the collar. Cut so no more than one-half of ear covered at any time. Hair must not hang over the eyebrows. Long hair combed behind the ears is not allowed.

**Jewelry:**

- Wristwatches may be worn (no smart watches allowed)
- 1 SCS themed wristband may be worn
- Girls may wear stud style earrings only; boys may not wear earrings
- All other jewelry is excluded for K-6 (exception: purity rings with documentation)

**7<sup>th</sup>-8<sup>th</sup> Grade Option Only:**

- Students may wear 1 necklace, 1 finger ring, and/or 1 bracelet appropriate to their Christian walk
- No heavy chains or other jewelry allowed

**Nails:**

- No false nails are to be worn
- Nails are to be kept clean and trimmed
- Girls may wear pastel polish only; boys may not wear nail polish

**7<sup>th</sup>-8<sup>th</sup> Grade Girls Option Only:**

- Girls may wear any color nail polish

**Makeup – 7<sup>th</sup>-8<sup>th</sup> Grade Girls Only:**

- Light (natural looking) foundation, eye shadow, and mascara
- Clear lip gloss or light, natural colored lipstick

**Tattoos:**

- Tattoos of any kind are not permitted

**Belts:**

- Belts are not required unless they are necessary to keep pants from sagging
- Webbed or leather belts in black, brown, or navy from any store

**Hats:**

- No hats, beanies, or scarves

**Tops:**

- Polo shirts in navy, royal blue, light blue, white, and soft yellow must match the Mills standard look
- Turtlenecks (rolled or mock) in white or navy must match the Mills standard look and must be worn under a polo shirt
- All shirts and turtlenecks must be neatly tucked in with only the top 2 buttons open at the neck

**Bottoms:**

- Plain, straight-leg (non-skinny) long pants or shorts in navy or khaki must match the Mills standard look
- Plain Corduroy long pants in navy or khaki must match the Mills standard look
- Any clothing with belt loops must be worn with a belt
- No low riders, cargo pants, skinny, or oversized garments allowed

**Girls:**

- Plain or pleated skirts or skorts in navy or khaki (must match the Mills standard look) or plaid pleated skirts/skorts in Mills plaid #23
- Plain skorts and jumpers in navy or khaki must match the Mills standard look (Polo shirt style jumpers in navy only)
- Plaid jumpers in Mills plaid #23
- Shorts, skirts, skorts, and jumpers must have a length no shorter than 2" above the kneecap when standing or 3" kneeling
- Shorts must be worn under skirts

**Socks:**

- Solid colored socks from any store in shades of black, gray, navy, white, and brown. Socks must be worn at all times.
- Tights, footless tights/leggings may be worn only by girls and must be solid in shades of black, gray, navy, white, and brown. Socks or tights must be worn at all times.

**7<sup>th</sup>-8<sup>th</sup> Grade Option Only:**

- Only requirement is socks must be worn.

**Chapel Dress: (Thursdays)**

**Boys:**

- Navy or khaki pants or shorts
- Button-down, collared, Oxford shirts in white, light blue, or blue/white pinstriped must be worn (short or long sleeved)

**Girls:**

- Skirt or jumper in navy, khaki, or Mills plaid #23
- Polo shirt in white, navy, royal blue, or soft yellow

### **General Information:**

- For any questions about dress code guidelines please call the school office at 327-3927. The administration reserves the right of final interpretation regarding dress.
- PTF's Family Services Ministries collects gently used uniforms and distributes them to families in need of uniforms. If you would like to donate uniforms or are interested in receiving uniforms, please contact the school office. Please only donate "dress code" approved uniforms. The uniforms can be dropped off in the school office. Forms are also available for this in the school office.
- Some families have offered to provide supplemental funding toward prescribed dress. If you would like to participate in this area, please contact the school office.

### **Expected Student Behavior and Awards**

Students are expected to abide by the following rules, policies, and standards. Please read them carefully.

Attendance at Stockdale Christian School is a privilege, not a right, and each student is expected to behave in an orderly and respectful manner, maintaining Christian standards in courtesy, language, morality, and honesty. The following general rules must be adhered to at all times:

- Prompt and respectful obedience to all school personnel, including office, custodial and support staff, addressing them as Mr., Mrs., Miss, Coach, or Pastor.
- Students are not to be in unauthorized areas unless accompanied by a teacher or with special permission.
- Students must enter classrooms quietly with books, assignments, pencil, and other material necessary for daily work.
- Students should listen attentively to teachers and other students as appropriate.
- NO digital devices (i.e., cell phones, smart watches, etc.), laser pointers, or any cameras, should be brought to school or taken on school functions unless permission is given by school administration or staff.
- Students are not to damage or deface any school property. There will be serious ramifications both disciplinary and financial if such offenses occur.
- Any posters or letters advertising a non-school related event or information MUST be approved by Administration through the school office.
- Every student is required to behave in an orderly and Christ-like manner, showing respect and courtesy to fellow students, staff members, and guests.
- There is to be NO riding of bicycles, skateboards, or skates on any walkway, playground, or around the church or school grounds at any time.

- Drawing, passing notes, tossing and playing with irrelevant objects and other such disruptive acts are not allowed in the classroom.
- Each person should do his/her best to help keep the campus clean by placing trash in the proper receptacle.
- Restrooms may not be used for loitering, running in and out, eating, or as a group hang-out.
- Gum is not allowed on campus at any time.
- Students are to be in dress code on campus at all times. This includes field trips, awards assemblies, etc., unless permission is given by school administration and staff.
- Students may not sell items to other students as a fundraiser unless it has been approved by the school administration.
- Students are not to write or draw on themselves or display tattoos of any kind.
- Glass bottles/containers are not allowed on campus.
- Personal athletic equipment (i.e., basketballs, volleyballs) brought from home to school MUST have the student's name written on it in permanent marker.

### **Rewards for Appropriate Behavior**

The faculty and administration take great pleasure in awarding special recognition to those students who have made exceptional contributions to the school and student body in the following ways:

- Encouragement by teacher that is immediate and specific
- Recognition and/or rewards in front of peers by teacher/administration during class time or in chapel
- Recognition to parents in the form of a phone call, note, or email

### **K-5<sup>th</sup> Grade Awards**

Students who choose to follow school rules and take responsibility for their actions may receive several of the following awards: individual classroom awards, Principal's Spotlight/Student of the Week Award, Christian Character Award, and various end of the year awards, including PE awards.

### **6<sup>th</sup>-8<sup>th</sup> Grade Awards**

- **Weekly Awards** (6<sup>th</sup> Grade only) – **recognition and certificate**  
6<sup>th</sup> Grade Advisory Teachers may select a student each week who has exemplified demonstrative Christian Character. These awards will be given in 4<sup>th</sup>-6<sup>th</sup> Grade Chapel on Thursday afternoons.
- **Monthly Awards** (6<sup>th</sup>-8<sup>th</sup> Grade) – **recognition and car magnet**  
**Student of the Month**  
6<sup>th</sup>-8<sup>th</sup> grade teachers will collectively select several students per month who have displayed character qualities in line with the SCS Expected Student Outcomes to "Believe, Achieve, and Serve."
- **Quarterly Awards** (6<sup>th</sup>-8<sup>th</sup> Grade) – **recognition and certificate**
  - **Congressman Kevin McCarthy Award for Academic Excellence**

3.5+ GPA

- **Semester Awards** (6<sup>th</sup>-8<sup>th</sup> Grade) – certificate and corresponding “perks” as listed on certificate
  - **Honor Roll for Academics**  
4.00+ GPA and 3.5-3.99 GPA
  - **Sports Awards**  
Fall, winter, and/or spring sports participation
- **Annual Awards**  
**6<sup>th</sup>-7<sup>th</sup> Grades** - Medal/Certificates as appropriate & public recognition at awards assemblies for the following:
  - **Scholastic Achievement** – those who have earned a cumulative GPA of 3.5-3.99, and those who have earned a cumulative GPA 4.0+
  - **Perfect Attendance Award** - Recognition for students attending school each day with a minimum amount of tardies
  - **Christian Character Awards** - given in recognition of a consistent desire to do that which would please God, of genuine friendship and concern extended to fellow classmates, and/or of perseverance and diligence to assigned tasks.
  - **PE Awards** – given in recognition of those who have achieved certain standards equivalent to the Presidential Fitness Program

**8<sup>th</sup> Grade** – Medal/Cords/Certificates as appropriate & public recognition at awards assembly for the following:

- **School Awards**
  - **Scholastic Achievement**  
**8<sup>th</sup> Grade Year** – 3.5-3.99  
**8<sup>th</sup> Grade Year** – 4.0+
  - **White Cords** – students with a 3.5-3.99 for their 7<sup>th</sup>-8<sup>th</sup> grade years at SCS
  - **Gold Cords** – students with a 4.0+ for their 7<sup>th</sup>-8<sup>th</sup> grade years at SCS
  - **Salutatorian** – 1 student with the second highest overall Junior High GPA and enrolled at SCS for 7<sup>th</sup>- 8<sup>th</sup> grade
  - **Valedictorian** – 1 student with the highest overall Junior High GPA and enrolled at SCS. for 7<sup>th</sup> and 8<sup>th</sup> grade
  - **Perfect Attendance Award** - Recognition for students attending school each day with a minimum amount of tardies
  - **President’s Award for Excellence**  
Grade Point Average overall A- (3.5 on a 4.0 scale) or higher for 7<sup>th</sup>-8<sup>th</sup> grades, a grade of A (90%+) in that subject over the course of 7<sup>th</sup>-8<sup>th</sup> grades, and standardized test results within that show high mastery of that subject.
- **Community Award**

- **Kiwanis Club** of East Bakersfield (2 students)  
Greatest or most significant contribution to school and community through exemplary service
- **Character/Church Awards**
  - **Chapman Award for Excellence in Music**  
In loving memory of David James Chapman whose exuberant personality and love for life touched us all.
  - **Dobson Award for Outstanding Christian Athlete**  
In memory of Clarence “Dobby” Dobson who will always be remembered for his love and support of athletics.
  - **Shaffer Award for Diligence**  
In memory and loving appreciation of Ulysses and Grace Shaffer, whose untiring diligence in ministry to their church and their Lord, have been an inspiration to all.
  - **McDanel Award for Encouragement**  
In honor and loving appreciation of Elden McDanel, who always had time in his busy day to pray for and encourage staff and students.
  - **Gutheil Award for Perseverance**  
In honor of Caleb Gutheil who attended SCS from kindergarten to fifth grade. He exemplified perseverance and went to be with the Lord in June of 1998.
  - **Cline Award for Meritorious Service**  
In honor of Becky Cline in recognition of her many years of consistent Christian Service to boys and girls.
  - **Hull Award for Christian Character**  
In loving memory of Ernestine Hull whose life embodied the “Fruits of the Spirit” and whose unwavering Christian testimony truly reflected the Spirit of our Lord Jesus Christ.
  - **Cottriel Award for Citizenship**  
In honor of Fred Cottriel who had the vision to establish a Christian School in the Bakersfield Community. Fred’s life was exemplified by the following characteristics:  
    - Honor** – A highly developed moral character
    - Courage** – The ability to do right without public applause
    - Scholarship** - Attaining knowledge through quality work
    - Leadership** – Accomplishing through group action
    - Service** – Promoting the interests and welfare of others

## Discipline Policies and Procedures



**“And if your brother sins, go and reprove him in private; if he listens to you, you have won your brother. But if he does not listen to you, take one or two more with you, so that by the mouth of two or three witnesses every fact may be confirmed. And if he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, let him be to you as a Gentile and a tax-gatherer”  
(Matthew 18:15-17).**

SCS is dedicated to the training of students in a program of study, activity, and living that is “applied Christianity.” We believe that all students should be taught to feel a God-given responsibility to walk honorably. Our discipline procedures are always viewed in a positive and restorative sense. Our teachers will maintain standards of behavior in the classroom with kindness, love, and genuine regard for their students. The **Matthew 18 Principle** will be used.

Any parent whose child is enrolled at Stockdale Christian School must agree to our discipline and training as it will be applied consistently and fairly by our teachers throughout the entire school. Parents are required to sign the Parent’s Affirmation and Pledge form as part of the admissions process of enrollment

Students shall be responsible for their own behavior. They will be expected to obey all rules and regulations developed by the school for the orderly operation of our program. Therefore, each student is

personally responsible for behaving in a way that helps create a positive learning environment that is not degrading to himself/herself or others. As such, students who behave in such a way as to display responsibility and Christ-likeness will earn a Merit for consistently meeting SCS behavioral expectations. A Merit is earned by students in recognition of this excellent behavior. These students’ parents will be contacted as a report of exceptional behavior, and the student will be recognized and possibly rewarded in front of his/her peers at chapel. However, when disobedience occurs and disciplinary action becomes necessary, the student will earn a Demerit. The consequences of that Demerit will be firmly and fairly carried out.

### **Demerit Procedure**

While a majority of behavior management and discipline is taken care of by the classroom teacher, when a student displays behavior that is in direct disregard of school rules, the following Demerits and Consequences will occur:

#### **Demerit – Level 1**

- Major or ongoing classroom disruption
- Earning 4 classroom checks per quarter (6<sup>th</sup>-8<sup>th</sup> grades only)
- Chewing gum/eating in class without permission
- Possession of a cell phone or other electronic devices (i.e., smart watch, iPad)

- Disrespect of peers or staff \*
- Disobedience to authority
- Cheating
- Inappropriate language
- Inappropriate display of affection
- Inappropriate playground behavior
- Littering
- Being in an unauthorized area
- Accumulation of 3 Dress Code violations
- Gambling/Selling “goods” to other students

### **Consequences for Level 1 Demerits**

- K-5<sup>th</sup> grades – Classroom consequences carried out by teacher
- 6-8<sup>th</sup> grades – Thursday lunch detention
- K-8<sup>th</sup> grades – Student/Teacher conference; Parent Contact; possible loss of school privileges/activity; possible lunchroom/playground work detail

### **Demerit – Level 2**

- An accumulation of 4 Level 1 Demerits
- Repeated possession of a cell phone or other electronic devices (i.e., smart watch, iPad)
- Repeated disrespect of peers or staff \*
- Repeated disobedience to authority
- Repeated inappropriate language
- Repeated cheating
- Fighting (i.e., punching, slapping, biting)
- Committing an obscene act
- Damaging school property
- Cutting class
- Leaving campus without permission
- Unauthorized use of technology
- Stealing, attempting to steal, or knowingly receiving stolen school or private property

### **Consequences for Level 2 Demerits**

6-8<sup>th</sup> grades – Thursday lunch detention

K-8<sup>th</sup> grades – Student/Teacher conference; Student/Administrator conference; Parent Contact; possible loss of school privileges/activities; possible lunchroom/playground work detail; possible in-school or home suspension (1-5 days to be determined by Administration)

### **Demerit – Level 3**

- An accumulation of 4 Level 2 Demerits
- Harassment or intentional intimidation or threatening (verbal, social media, text, physical, etc.) \*

- Comments (written or verbal) indicating an intent to cause bodily harm to SCS students, staff, or others
- Physical assault with intention to harm
- Sexual harassment
- Sharing with other SCS students pictures, videos, texts, etc. of a sexual nature \*
- Hate behaviors
- Arson and/or possession of matches/lighter
- Possession or use of tobacco products, vape pens/e-cigarettes, alcohol, or drug paraphernalia
- Offering, arranging, negotiating to sell or deliver an imitation controlled substance, alcoholic beverage, or intoxicant
- Possession or selling of a dangerous object, real or imitation
- Committed or attempted to commit robbery or extortion

### **Consequences for Level 3 Demerits**

K-8<sup>th</sup> grades – Student/Teacher conference; Student/Administrator conference; Parent Contact and conference; loss of school privileges/activities; possible lunchroom/playground work detail; student sent home for the remainder of the school day; in-school or home suspension (1-5 days to be determined by Administration); possible recommendation for parent to withdraw student from SCS; possible meeting with Disciplinary Committee; possible expulsion; possible referral to law enforcement agency.

### **Demerit – Level 4**

- Sexual Assault
- Brandishing of any weapon (i.e., knife, firearm, explosive device) or similar dangerous object
- The unlawful possession, selling, administration of, or being under the influence of any controlled substance
- Possession, selling, or furnishing pornographic materials, including pornographic material on personal electronic devices

### **Consequences for Level 4 Demerits**

K-8<sup>th</sup> grades – Immediate expulsion from SCS and referral to law enforcement agency.

\*As our students are representatives of Stockdale Christian School, any negative participation on social media that comes to the attention of SCS faculty/staff will result in the student receiving disciplinary action.

In the application of our Discipline Policies and Procedures, all staff members are to ensure due process for students and are to consider the following factors:

- Age, health, maturation, disability or special education status of the student
- Student's prior conduct and record of behavior
- Student's understanding of the impact of their behavior
- Student's willingness to repair the harm caused by their behavior

- Seriousness of the behavior offense and the degree of harm caused
- Impact of the incident on the overall school community
- Whether the student's behavior threatened the safety of any student or staff member
- The likelihood that a lesser intervention or consequence would adequately address the behavior

Furthermore, the following interventions may be applied prior to expulsion:

- Conferences (phone or face-to-face):
  - Student and Teacher
  - Parent and Teacher
  - Counselor and Student
  - Parent and Counselor
  - Administration and Student
  - Administration and Parent
- Loss of school privileges/activities
- Work Detail
- Isolation
- Restitution
- Detention
- Sent home for the remainder of the day
- In-school suspension
- Home suspension
- Referral for family counseling
- Discipline Committee conference
- Withdrawal of student by parent

**Note:**

The school generally follows its discipline procedures contained herein. However, there are circumstances in which the school administration and/or school board may determine, in their sole discretion, that it is appropriate not to follow progressive discipline steps. Parents of students that receive an excessive amount of Demerits may be asked to withdraw that student from SCS. In cases in which a student has engaged in egregious, immoral, or other unacceptable behavior, the school reserves the right to suspend or expel the student immediately. ***The administration reserves the right to deal with any and all actions not covered by these policies and procedures.***

## Student Harassment Policy

(Employee-Student and Student-Student)

**Policy**

Stockdale Christian School is committed to maintaining an academic and spiritual environment in which all individuals treat each other with dignity and respect and which is free from all forms of intimidation, exploitation and harassment, including

sexual harassment and electronic/digital harassment (cyber-bullying). This school is prepared to take action to prevent and correct any violations of this policy. Anyone who violates this policy will be subject to discipline up to and including termination or expulsion.

### **Definition of Sexual Harassment**

“Sexual harassment” means unwelcome sexual advances, requests for sexual favors and other verbal, visual or physical conduct of a sexual nature made by someone from or in the work or educational setting under any of the following conditions:

- Submission to the conduct is explicitly made a term or condition of an individual’s academic status, or progress
- Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual
- The conduct has the purpose or effect of having a negative impact upon the individual’s academic performance, or of creating an intimidating, hostile, or offensive educational environment.
- Submission to, or rejection of, the conduct by the individual is used as the basis of any decision affecting the individual regarding benefits and services, honors, programs or activities available at or through this school.

### **Examples of Sexual Harassment**

Unwelcome sexual conduct of this type can include a wide range of verbal, visual or physical conduct of a sexual nature. Among the types of conduct which would violate this policy include but are not limited to the following:

- Unwanted sexual advances or propositions
- Offering academic benefits in exchange for sexual favors
- Making or threatening reprisals after a negative response to sexual advances
- Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons or posters
- Verbal conduct such as making or using derogatory comments, epithets, slurs, and jokes
- Verbal abuse of a sexual nature, graphic verbal commentaries about an individual’s body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes or invitations
- Physical conduct such as touching, assaulting, impeding or blocking movements

### **Employee-Student Sexual Harassment**

Employee-student sexual harassment is prohibited.

### **Student-Student Sexual Harassment**

Student-student sexual harassment is prohibited.

### **What to Do if You Experience or Observe Sexual Harassment**

Students who feel they have been subjected to conduct of a harassing nature are encouraged to promptly report the matter to the school official designated below. Students, who observe conduct of a sexually harassing nature, are encouraged to report the matter to the school official designated below. All complaints will be promptly investigated.

## **Where to Report Sexual Harassment**

Report sexual harassment to the administration listed below at 661.327.3927 or at their individual email addresses:

MR. LARRY AHL - Interim Head of School, lahl@stockdalechristian.com

MS. DENISE POE – Principal, dpoe@stockdalechristian.com

## **Confidentiality**

Every effort will be made to protect the privacy of the parties involved in any complaint. However, the school reserves the right to fully investigate every complaint and to notify a student's parent/guardian and appropriate government officials as the circumstances warrant.

## **Protection against Retaliation**

It is the school's policy to not discriminate or retaliate against any person who has filed a complaint concerning sexual harassment or has testified, assisted or participated in any manner in any investigation, proceeding or hearing concerning sexual harassment.

## **Procedure for Investigation of the Complaint and for Taking Corrective Action**

When the school official designated in this policy receives a complaint, he/she will direct an investigation. If the investigation confirms the allegations, prompt corrective actions shall be taken. The individual who suffered the harassing conduct shall be informed of the corrective action taken. In addition, any employee or student found to be responsible for sexual harassment in violation of this policy will be subject to appropriate disciplinary action up to and including expulsion or termination. The severity of the disciplinary action will be based upon the circumstances of the infraction.

## **Definition of Bullying**

SCS regards all of the following behaviors as forms of bullying, if engaged in over a period of time. However, forms of bullying are included but not limited to the listed behaviors. Individual instances will be noted and students and parents will be notified.

**Repeated instances** will be considered bullying and the student will receive Level 3 discipline (see p. 34) or a higher level as appropriate.

- Pushing, shoving, punching, kicking, poking, hitting, tripping
- Damage to clothing, school books, interference with another's personal property whether clothing, lunches, school material, etc.
- Writing derogatory remarks about another in any place
- Attempting to get another student in trouble
- Threatening another student
- Using abusive or mocking language toward a student
- Demanding money from another student
- Demanding that another student act in particular ways toward authority
- Demanding to see another student's private notes or letters
- Preventing other students from cooperating with school staff
- Forcing other students to do one's task

- Forcing another student to share his/her school work
- Making mocking sounds toward another student
- Imitating a student's accent, voice, clothing, or personal belongings
- Drawing attention to any physical characteristic of a student in a derogatory way
- Making fun of another's ability or lack of ability
- Making derogatory reference to a person's parents, family, or home
- Making comments about sexual orientation as a put down
- Attempts to continually exclude a person from a group or activity
- Blackmail
- Offensive or cyber-bullying (e.g., internet, phone, or online gaming that can include instant-messaging/texting harassment; stealing passwords; creating malicious posts on blogs or social-networking sites; sending photos or video via email and cell phones; forwarding malicious code, porn, and other junk email; and impersonating someone else online) when it effects the school's environment

### **What to Do if You Experience or Observe Harassment**

Students who feel they have been subjected to or have observed conduct of a harassing nature are encouraged to promptly report the matter to an appropriate school employee. All complaints will be promptly investigated.

### **Technology Policy**

Technology Resources are available to students at Stockdale Christian School. These resources include all electronic devices, and means of electronic communication including, but not limited to, the following: personal computers and workstations; laptop computers; chromebooks; computer hardware; equipment such as printers, modems, fax machines, and copiers; computer software applications and associated files and data, including software that grant access to external services, such as the Internet; electronic mail; telephones; handheld devices and voice mail systems. Access to the school technology resources is within the sole discretion of the school. The school strongly believes in the educational value of such technology resources and recognizes their potential to support our curriculum. Our goal in providing this service is to promote educational excellence by facilitating research, innovation, and communication. Student access at school will be under staff supervision for educational purposes. As representatives of our school in the global electronic community, students are expected to abide by a code of conduct.

Students will occasionally utilize the Internet for supervised school projects and for classroom research and assignments. Students may have access to classroom computers and classroom chromebooks. As such, students will be assigned a student Stockdale Christian account through Google. While students are using this account at school, our Wi-Fi provides security and internet protection; however, be advised that when students utilize this account while off-campus, that protection is no longer present. Parents, please monitor your students' use of technology during non-school hours.

**All students and parents in grades K-8 must agree to abide by the Stockdale Christian School's code of conduct for use of our technology resources, which MUST be read and signed by both parents and students. Our Code of Conduct for Technology Use is stated below and reads as follows:**

### **CODE OF CONDUCT FOR TECHNOLOGY USE**

**Personal Responsibility** – I understand that the use of the Stockdale Christian School's technology resources is a privilege, not a right, and inappropriate use will result in losing those privileges. As a representative of this school I will accept personal responsibility for my use of these resources including all hardware and software. I acknowledge and agree that Stockdale Christian School is providing the right to the student to use all software for the student's educational benefit and is a third party beneficiary of this agreement.

**Acceptable Use** – I will use the technology resources for education and research. My use will support the educational, moral and spiritual goals and objectives of Stockdale Christian School. I will report any misuse to my teacher or the administration. I am personally responsible for this provision at all times when using these technology resources. In addition, I agree to the following:

1. I will not send any material in violation of any law. This includes copyrighted material, threatening or obscene material or material protected by trade secrets.
2. I am aware that violations of local, state and federal laws over the Internet can lead to being prosecuted for violating those laws.
3. I will not sell or buy anything using the Stockdale Christian School system.
4. I will not access online services that provide information considered to be unacceptable at school.
5. I will not cause damage to a computer, laptop, or chromebook belonging to SCS. If I cause damage, I am liable to pay for any and all costs associated with the repairs or replacement of that device.

**Netiquette (Network Etiquette)** – I understand that all existing school policies apply to conduct on the Internet. When I am on the Internet I will abide by the generally accepted rules of network etiquette. These rules include, but are not limited to, the following:

1. I will never send or encourage others to send abusive or hurtful messages.
2. I will not knowingly transmit, retrieve, or store any communications that are of a discriminatory or harassing nature, or are derogatory to any individual or group, or are of a defamatory or threatening nature.
3. I will not use inappropriate language on the computer or other devices. As a representative of Stockdale Christian School, I will not write about anything I know would not be acceptable at school. (Remember, you may be alone with your computer or device, but what you say and do can be viewed globally; the Internet is a non-private system.)
4. I will not reveal any personal information about myself or others, including full name, home addresses, or phone numbers.



5. I may receive email through an adult's account after receiving permission from that adult. Stockdale Christian School will only issue Stockdale Christian accounts (through Google) to students. I understand that inappropriate language or advocacy of illegal activity in email messages may result in loss of system privileges and/or disciplinary measure. (Remember, email is not guaranteed to be private; messages relating to or in support of illegal activities must be reported to authorities.)
6. I will not use the network in any way that will disrupt or inhibit the use of the network by others.
7. I will not use the school's technology resources to check my personal email.
8. I will not disclose any passwords for use of modules of software or student accounts.
9. I will not use the school's technology resources to copy, retrieve, forward, or send any copyrighted materials unless I have the author's permission.
10. I will not knowingly download or distribute pirated software or data.
11. I will not create any social media accounts using the name, abbreviation for, or logo of Stockdale Christian School.
12. I will not post on social media any derogatory remarks, comments, or inappropriate photos regarding Stockdale Christian School, SCS staff members, families, or students.

**Security** – Security on any computer system is a high priority because there are so many users. I understand that all use of this system must be under teacher/staff supervision. I understand the school can and will monitor Internet usage for appropriateness. If I identify a security problem, I will notify a teacher or administrator at once. Incidences requiring immediate notification include:

1. Suggestive, insulting, or obscene messages
2. Invitations to make contact by phone, in person or by email not related to school projects. Any school contact must have teacher approval.
3. Solicitations of personal information such as home address or phone numbers of myself or any other student or staff.

**Vandalism** – Vandalism of electronic resources is any attempt to harm or destroy data of another user. This includes the uploading, downloading or creation of computer viruses and attempting to gain unauthorized access to computer networks. Vandalism also includes any action deliberately taken that restricts the use of the computer or access of the network. I understand that any plagiarism of ideas or information, theft or piracy of software and/or vandalism will result in the loss of computer services and disciplinary action.

## **Health Policies and Procedures**

### **Immunization**

California State Immunization Law **requires** that the parent or legal guardian provide documentation of adequate records of immunization for all students K-8 grades and physical examination before a child's admittance into kindergarten and 7<sup>th</sup> Grade. According to state law, no waivers are allowed for religious or other reasons.

Documentation must be in the form of a standard blue “Child Health and Disability Prevention Certificate” (CHDP). The school health examination form must also be completed by the kindergartner’s physician and returned to the office before school begins. The exam must be no earlier than March of the year the child begins kindergarten. The following immunizations are required when starting school and must be listed on the CHDP form by month, date, and year:

- DPT Series & Booster
- Polio Series and Booster
- Varicella
- Hepatitis B
- Measles, Mumps, and Rubella (prior to entering K); MMR Booster (prior to entering 7<sup>th</sup> grade)
- Tdap (vaccination prior to entering K); Tdap booster (prior to entering 7<sup>th</sup> grade)

### **Illness**

If your child has a fever or any other symptoms of illness, **please keep him or her home**. Students with a fever over 100.4 degrees, vomiting, or diarrhea must remain at home until symptom free for 24 hours without the use of medication. If a child comes to school ill or becomes ill, parents will be required to pick up the child. We are unable to allow ill students to stay in the office for an extended period of time due to exposure issues and our lack of adequate space. If, for some reason, a child is unable to participate in regular school activities, the school must be notified in writing as to the nature of the incapacity and estimated duration (a physician’s note may be required).

### **Injury**

If an injury occurs at school, the child will be given immediate first-aid attention. Should further medical attention be necessary, the office will notify the parent or available emergency contact person immediately. **Please remember it is vital that the office know where to reach you at all times (keep this information current on your emergency form).**

In the event that a student is injured during school hours or at a school related function that requires medical attention, the parent’s medical insurance should be billed. The school office keeps a record of all injuries incurred by students at school. All students must have health insurance coverage to participate in team sports.

### **Communicable Diseases**

Immediately upon recovery from the following diseases, a child must have written consent from either a physician, the Health Department, or be subject to school office approval before returning to school.

- Chicken Pox
- Conjunctivitis (Pink Eye)
- Head Lice

- Impetigo
- Measles
- Mumps
- Pneumonia
- Ringworm
- Scabies
- Whooping Cough
- Blood-borne pathogens

### **Medication**

In order for medication to be administered at school, parents must complete the "Medication Authorization Form." All medication must be in the original packaging and prescription medication must have the prescription label attached. All medication is kept locked in the Main School Office and is distributed only by the office personnel. For the safety and well-being of all students, this requirement is strictly adhered to. With the exception on an inhaler and/or EpiPen, no medication is to be in a student's possession.

### **Medical Appointments**

If it is absolutely necessary for a child to leave early for a medical or dental appointment, a written request must be sent to the child's teacher in advance. No child will be released to anyone other than those authorized in writing by the parent or legal guardian. All students leaving campus, for any reason, during school hours **must be signed out in the school office** by the parent, guardian, or other designated person.

### **Emergency contact**

Each student must have an emergency contact form on file in the school office. **It is the parent's responsibility to see that this information is updated at the beginning of each school year on a new Student Information Form that is sent out from the office during the re-registration period in early spring.** This form must be turned in when you pay your re-registration fee.

An updated "Authorization to Consent to Treatment of Minor" form is also required to be on file in the school office should the student need emergency medical treatment during school hours or on a school-related activity, field trips, etc. when the parent or guardian is unavailable.

## **Additional Information for 6<sup>th</sup>-8<sup>th</sup> Grades**

We offer a unique program for 6<sup>th</sup> grade, which allows the 6<sup>th</sup> grade students to become familiar with participating in a schedule similar to a junior high schedule without joining in with the 7<sup>th</sup>-8<sup>th</sup> grade students. The 6<sup>th</sup> grade students participate with 5<sup>th</sup> grade students for recess, lunch, and chapels; yet they have the opportunity to take part in 6<sup>th</sup>-8<sup>th</sup> grade elective classes on Tuesdays/Fridays from 1:50-2:35. Since many of policies for 6<sup>th</sup> grade students are similar to 7<sup>th</sup>-8<sup>th</sup> grade students, please make yourself familiar with the following policies and procedures:

### **Organization of Work**

It is important for students at the 6<sup>th</sup>-8<sup>th</sup> Grade level to accept responsibility for organizing their schoolwork. All current and returned assignments, quizzes, and tests must be kept for each grading period and filed neatly in the class folders. NO papers are to be thrown away or destroyed by the student until permission is given to do so by the teacher. Students are to bring all necessary materials to class each day. Failure to bring any necessary item will result in lowering of the student's work habits grade.

### **Check System**

In each individual subject classroom, the classroom management system is the same. When a student disobeys classroom procedures (i.e., talking, being tardy to class, etc.), the student will receive a warning the first time. If the behavior continues, the student will receive a check. Within a quarter, if the student receives 4 checks in that classroom, the student will earn a Level 1 Demerit (see Demerit Procedure, p. 32). Each demerit is accompanied by a lunch detention. If a student earns 4 or more Demerits, the student will not be able to attend the end of the year Honor Trip to Magic Mountain.

### **Physical Education Lockers**

Physical education lockers are available only to 7<sup>th</sup>-8<sup>th</sup> grade students for PE clothes and/or sport uniforms. Student lockers are the property of the school and are provided as a service for students to secure their belongings. Any locker may be opened and its contents may be searched or examined by school authorities without the permission of the student at any time when, at the sole discretion of the school authorities, they deem it necessary to do so. Students must understand clearly the following guidelines:

- Students should not switch lockers or share lockers with another student. Students must use only the locker that was assigned to them.
- Students must provide their own combination lock. Students must not share their own locker combination with any other student. Allowing others – even friends – to know a locker combination is the greatest cause for loss of personal items from lockers.
- Lockers may be inspected and searched at any time by the administration
- Lockers must be kept clean inside and out

- Students must not place anything on the lockers that they cannot easily remove without affecting the surface of the locker
- Writing or painting on any part of the lockers is not allowed
- Students should not enter anyone else's locker without permission from the student who is assigned to that locker
- Students are responsible to pay for any locker damage they do in violation of the above rules
- Violation of any of the above rules can result in temporary or permanent suspension of locker privileges
- Any problems with a locker should be reported to the office or to a designated staff member
- The school is not responsible for lost, stolen, or damaged goods belonging to students.

## **8<sup>th</sup> Grade Graduation**

### Graduation Requirements

To receive a Diploma of Graduation with inclusion in the Graduation Ceremony, an 8<sup>th</sup> grade student is expected to have satisfactorily completed the following:

- Returned or reimbursed the school for all books, equipment, and outstanding fees
- Tuition account up-to-date
- Attended school 80% of the enrolled days (extended absences must have administrative approval)
- 2.0 (C) or higher GPA
- Satisfactorily completed (according to the teacher's evaluation) the following:
  - Constitution Test
  - Research Paper
  - Computer Skills with a minimum keyboarding score of 20 WPM
  - Science Fair Project or Science Multimedia Project
  - Sermon
  - 15 Hours of Community Service

Graduation Ceremony Dress Code – The Graduation Dress Code must be adhered to or student may not participate in the graduation ceremony:

#### Boys

- Dress slacks or new pants (no tuxedos)
- Collared shirt and tie
- Nice dress shoes or boots (no athletic shoes)

#### Girls

- Church dresses (NO revealing/see through attire)
- Dress length MUST meet the current dress code
- Dress straps MUST be a minimum width of 1"
- Spaghetti strap, strapless, off-the-shoulder, or backless dresses MUST be worn with a jacket at all times
- No long prom dresses or cocktail/party dresses

- Dress style shoes should be worn (no heels higher than 2¼" or wedges/platforms higher than 3½" for safety purposes)
- Dresses and shoes worn for graduation must be tried on and approved through the 6<sup>th</sup>-8<sup>th</sup> Grade Office prior to graduation

*Students who do not meet the above standards will not be allowed to participate in the Awards Dessert Night, Graduation Rehearsals, Ceremony, or Reception.*

## **Special Trips/Parties**

### Semester Honor Party

Students who have two or fewer Level 1 Demerits and no Level 2, 3, or 4 Demerits, may participate in the Semester Honor Party.

### End of Year Honor Trips

**6<sup>th</sup> Grade** – Those 6<sup>th</sup> grade students who have three or fewer Level 1 Demerits, one Level 2 Demerit, and no Level 3 or 4 Demerits, and who have earned a minimum of a 2.5 during the current school year will be eligible to participate in the 6<sup>th</sup> Grade Honor Trip to Rush Air Sports during the 4<sup>th</sup> quarter.

**7<sup>th</sup>-8<sup>th</sup> Grades** – Those 7<sup>th</sup>-8<sup>th</sup> grade students who have completed 15 hours of community service by April 30<sup>th</sup>; have three or fewer Level 1 Demerits, one Level 2 Demerit, and no Level 3 or 4 Demerits; and who have earned a minimum of a 2.5 during the current school year will be eligible to participate in the 7<sup>th</sup>-8<sup>th</sup> Grade Honor Trip to Magic Mountain during the 4<sup>th</sup> quarter.

Only eligible students may go on the trip and participate in the activity. Ineligible students may not attend the trip independent of the school. Students disregarding this policy may lose their privileges to attend future school parties.

### Spring Trips

- 8<sup>th</sup> Grade - Washington D.C./Williamsburg
- 6<sup>th</sup> Grade - Hume Lake

In order to attend, tuition accounts must be current without any delinquent balance prior to the date the full payment for the trip is due. Additionally, students must have fewer than four demerits, with no Level 3 or 4 demerits.

### End of Year Parties

These parties often involve the wearing of swimsuits. Please adhere to these guidelines for any SCS sponsored event that requires swimwear:

- Girls - Swimsuits must be modest, one-piece suits or tankinis. Two-piece suits may only be worn if they are covered with a long tank top or rash guard. No bare midriffs.
- Boys – Rash guards are encouraged. Swim trunks/shorts must not be too loose (as to fall off) or too tight.

# COVID-19 Student Precautionary Procedures

Effective August 2020

In an effort to take reasonable precautions for the SCS student body, the following procedures will be in place for the first semester (August to December) of the 2020-2021 school year. If it is deemed necessary, these procedures will continue for the remainder of the school year.

## Before leaving home:

- Parents check student for any symptoms of Coronavirus daily.
- Temperature needs to be taken and must be lower than 100.4 to attend school.
- Children should not be sent to school if they are feeling sick or having symptoms of illness such as but not limited to Fever, Coughing, Sore Throat, Vomiting, Skin Rash, Diarrhea, Eye Infection

## Illness Procedures at school:

In the event a student becomes ill at school, the following steps will be taken:

- Child will be isolated in the office.
- Parents will be notified to immediately pick up child.
- The isolation area will be cleaned and sanitized after each use.
- Child will not be allowed to return to school until they are symptom free **without medication** for 24 hours.

## Drop-off procedures:

- Students need to wear a face covering upon entering the campus - paper or cloth mask, gator mask, or a face shield. (students with breathing conditions are exempt)
- Between 7am and 8 am, students must be checked into Daycare (room C-13).
- After 8am, students will be dropped off at their designated gates.
- Students temperature will be taken if not checked at home using an infrared non-contact thermometer.
- Students will be directed to their classrooms or to their designated grade level area on the playground.
- Students need to maintain social distancing as much as possible while on campus.
- Parents/visitors access to the campus is limited to handling business in the school office.
- For the safety of the students and staff, parents ***will not*** be allowed to walk children to classrooms.

## Pick-Up Procedures:

- Students will line up in their designated pickup area.
- Parents drive through the pickup line.

- Students released by teachers to parents'/guardians' vehicles.
- Parents may not walk on campus to meet students.

**Arrival or Departure of students after 8:30am/before 2:30pm:**

- Parent must drop-off or pick-up students in the Main Office during school hours.
- Parents, guardians, older siblings need to wear a face covering on campus and in the school office.
- Temperature will be taken by office personnel must be under 100.4 degrees to remain in the office.
- Individuals and students must use hand sanitizer when entering the campus.

**Standing in Lines:**

- Students are to allow 6 foot for social distancing while standing in line.
- Flow of movement on campus will be revised to provide for social distancing.

**Inside Classrooms:**

- **K-1<sup>st</sup>** - students share a table with a sneeze-guard barrier between students.
- **2<sup>nd</sup> & 3<sup>rd</sup>** - individual desks will be arranged to allow for social distancing.
- **4<sup>th</sup>-8<sup>th</sup>** – students share a table with a sneeze-guard barrier between students.
- Students will wear face masks or shields when in a close proximity to each other.

**Outside Classrooms:**

- Students will wear their mask, gator mask or shield - moving from one area of campus to another (i.e., computer class, recess, lunch, restrooms).
- Must follow directional arrows in and out of buildings/rooms.
- Maintain social distancing.
- Wash hands or use hand sanitizer

**Recess/PE:**

- Students need to wear masks/shields unless they are exercising that requires a greater intake of oxygen.
- Activities will be limited to those that provide social distancing as much as possible.

**Lunch:**

- Students will eat lunch in one of the following locations – classroom, picnic tables, or FMC.



- No more than 4 students will be allowed at any table to allow for social distancing.
- Students will follow arrows to enter and exit locations.
- Students will use hand sanitizer before and after eating lunch.

### **Cleaning Procedures:**

- **Classrooms** - Surfaces will be properly cleaned and sanitized multiple times throughout the day.
- **Bathrooms** – Floors, doors, toilets and sinks will be cleaned and sanitized daily.
- **Playground** – Play equipment will be cleaned and sanitized after children play.
- **Offices** – Counters, doors, chairs sanitized daily

### **COVID-19 Illness Protocols:**

In the event that a child, family member, visitor, or staff member is tested and waiting for results or tests positive for COVID-19, the following steps will be taken.

- Immediate notification to the Kern County Health Dept.
- Parents, authorized guardians, staff, and the community will be notified and the School cannot guarantee confidentiality
- Closure of our facility may be considered if warranted by the local health department. Determination will be based on the risk level within our specific community.
- Consultation of CDC guidelines for facilities to determine what additional cleaning protocols, if any, should be used at the facility, prior to reopening.
- Determine the timing of return for children, staff, and if any additional steps are needed for the facility to reopen in consultation with the local public health department.
- The School will strictly adhere to the CDC Guidelines for returning individuals who have exhibited symptoms of COVID-19, tested positive for COVID-19, or had close contact with individuals meeting those criteria to the workplace or school setting.
- An individual's failure to comply with these guidelines is grounds for discipline, up to and including expulsion or termination.

## COVID-19 ACKNOWLEDGEMENT & PARTICIPATION CONSENT FORM

***Stockdale Christian School (SCS) is preparing for an on-campus educational program for the 2020-21 school year. This consent form is provided to inform all SCS students/parents of the risk of COVID-19 as it relates to the school experience and serves as a release from liability for SCS in regards to COVID-19.***

- This acknowledgement and participation consent form relates to the entirety of a student's/family's SCS educational experience. The SCS educational experience is defined as any SCS activity which meets the following parameters: any curricular and extra-curricular activity held on or off campus, during traditional and non-traditional school hours, seven days a week during the aforementioned time period.
- I/We understand that participation in the SCS educational experience is voluntary. A student who is under compulsory education requirements has other educational options available to him/her other than at SCS. A student's family member has the option of whether to support this educational experience through his/her physical presence at SCS or an SCS event.
- I/We understand that COVID-19 poses a greater than normal health risk to the general population. I/we understand that SCS cannot prevent an individual from becoming exposed to, contracting, or spreading COVID-19 while participating in the SCS educational experience.
- I/We further understand that by my attendance at SCS, I/we have willingly assumed an increased risk to contract COVID-19 and that I/we accept the risk of being exposed to, contracting, and/or spreading COVID-19 by my attendance at SCS or an SCS event.
- I/We understand that if a student/family member exhibits COVID-19 symptom during this time period, that individual will not attend any part of an SCS educational experience until first meeting all school requirements for return.
- I/We further understand that if a student/family member exhibits COVID-19 symptom during this time period, the entirety of this same family living under the same roof will not attend any part of an SCS educational experience until first meeting all school requirements for return.
- I/We understand that SCS cannot guarantee that all safety protocols in relation to COVID-19 based upon governmental guidelines and mandates will be adhered to by all individuals, including SCS employees, during my/our time on SCS campus.

- I/We understand that COVID-19 can cause sickness, even resulting in death.
- I/We understand that at all times SCS will attempt to maintain but cannot guarantee to maintain the confidentiality of persons who may test positive for or exhibit symptoms of COVID-19 and agree not to hold SCS liable therefor.
- I/We understand that SCS cannot and does not serve as an insurer of a student's, family member's, or guest's safety in regards to potential contraction of COVID-19, and that, whether through the negligence of SCS, third parties or otherwise, such contraction can occur. In consideration for allowing the individual named below to attend and/or participate in the SCS educational experience, I/we release and agree to hold harmless SCS, its agents, and representatives from and against any and all liability in relation to the contraction of COVID-19 during this time period. I/we further recognize that to expect or call upon SCS to accept responsibility and/or assume liability for such potential COVID-19 contraction could result in an inability of SCS to offer an educational experience to its students.

