



JACKSON CHRISTIAN SCHOOL  
*ADVANCING WISDOM.*

Parent – Student  
Handbook



“Equipping Students to Impact the World for Christ”

**Revised July 2017**

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## **Mission Statement**

Equipping students to impact the world for Christ

## **Vision Statement**

Jackson Christian School students will possess wisdom, knowledge and a Biblical worldview resulting in a lifestyle of Godly character, leadership, service, stewardship and worship.

## **Core Values**

The Authority of Scripture; The Bible is inerrant and is the basis for all wisdom and truth, integral to academics, programs and activities. II Timothy 3: 15 – 17

The Priority of a Vibrant Relationship with Christ: All school personnel are expected to pursue, and all students are encouraged to pursue, a growing relationship with Christ. Colossians 2: 6-7

The God-Given Worth of Each Child: Each child is to be developed to his or her full spiritual, physical, intellectual and social potential. I Thessalonians 5:23, Luke 2:52

The Importance of Parents and Churches:

The school's role in educating and disciplining students is to support the primary responsibility of parents and churches. Deuteronomy 6:6-10, I Thessalonians 1:1-3

Competency of Staff: All staff is professional and proficient in their responsibilities and is committed to continuing development. Colossians 3:24, I Corinthians 10:31

Proper Stewardship of Resources: Finances, capital resources and supplies are to be handled with integrity, wisdom and accountability, to provide affordable tuition, fair compensation and fiscal stability. II Corinthians 8:20 – 21

Academic Excellence: Students will develop critical thinking, mastery of skills, and profound knowledge of content through challenging curriculum and instructional methods. Luke 2:40, II Timothy 2:2

## **Statement of Faith**

1. We believe the Bible to be the inspired, infallible, inerrant, and authoritative, Word of God. *II Timothy 3:15, II Peter 1:21*
2. We believe there is one God, eternally existent in three persons, Father, Son, and Holy Spirit. *Genesis 1:1, Matthew 28:19, John 10:30*
3. We believe in the deity of Christ, *John 10:33*, His virgin birth, *Isaiah 7:14, Matthew 1:23*, His sinless life, *Hebrews 4:15, Hebrews 7:26*, His atoning death, burial and resurrection, *I Corinthians 15:3, Ephesians 1:7, John 11:25, I Corinthians 15:4*, His personal return in power and glory, *Acts 1:11, Revelation 19:11*.
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone are we saved. *John 3:16-19, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-9, Titus 3:5*
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. *Romans 8:13-14, I Corinthians 3:16, I Corinthians 6:19-20, Ephesians 4:30, Ephesians 5:18*.

## **Philosophy of Christian Education**

*“Beware lest any man spoil you through philosophy and vain deceit, after the tradition of men, after the rudiments of the world, and not after Christ.”*

*Apostle Paul, Colossians 2:8*

Education by its very nature teaches values. Teachers by their very nature, both intentionally and unintentionally pass on their opinions to their students. The Scriptures teach us that all society expresses a worldview (philosophy) that ignores God, and virtually all Christian thought. In our nation today, the media and the secular educators shape the majority of our national opinion.

Jackson Christian School is a haven where students are given the freedom to form their worldview in harmony with the teaching they discover in God's Word. God is on a mission to impart truth, knowledge, understanding, and wisdom into the minds and hearts of His children. He does this through the home, church, and the school.

We were originally created in God's image, enjoying His teachings and His teachings alone. However, we have fallen from that high and lofty position. We are now a fallen race living in a fallen world. God has chosen to leave His children in the world, yet we are not to let the world educate us that we might think like them, and act like them. We are to believe, behave, and teach in such a way that the world changes from its philosophies and embraces the teachings of Christ.

## **Right to Change Statement**

JCS reserves the right to change its policies at anytime as the Board or administration deems to be in the best interest of the school and Royal Ministries, Inc.

## **Goals and Objectives**

*“Then they that feared the Lord spoke often one to another...” Malachi 3:16a*

Communication is a way of life among God’s children. This handbook is one of the methods in which we can work together in agreement for the glory of God, and the well being of your children.

Experience has taught us that perhaps the single most important factor for a child’s success in a Christian school is the parent’s motive for sending their children to us. It is our desire that parents understands that Jesus Christ is to be central in every aspect of a student’s education. When Christ has this pre-eminence (Colossians 1:18) this, and this alone will positively influence the entire course of your child’s life. If Christ is exalted in the home, as well as in your church, and you desire for Christ to be exalted in your child’s education, then JCS is the school for you.

Christian education is crucial if the next generation is to prosper, for every generation is one generation from extinction. Therefore, we either educate or we will expire. God’s Word calls out to us to gain knowledge, seek understanding, and grow in wisdom. God said many years ago, *“My people are destroyed for lack of knowledge.” (Hosea 4:16)*

Jackson Christian School is committed to work closely with the home and the church to impart knowledge to children spiritually, academically, and socially.

*“...that in all things He might have the pre-eminence.” Colossians 1:18b*

Just as the parents’ motive for sending their children to a Christian school is vital, so also is the school’s motive, or reason for being in existence. JCS exists because we believe that Jesus Christ is to be honored in every aspect of life, but most importantly is a student’s education.

## **Student Goals and Objectives**

*“And that from a child thou hast known the Holy Scriptures, which are able to make thee wise unto salvation through faith which is in Christ Jesus.”*

*II Timothy 3:15*

### **Spiritual**

1. To receive Jesus Christ as personal Savior and establish a lifelong personal relationship with Him.
2. To awake a realization that God has a plan and purpose for each child's life, and teach each child how to walk that lifelong path with his/her Creator.
3. To instill within each student the joy that accompanies living to be a blessing to others, and living to be his/her brother's keeper. This commission from God will lead to serving others either at home or on some foreign field.
4. To establish a lifelong love for learning and growing, with each child developing a hunger to be conformed to the image of Christ.

### **Academic**

1. To incorporate God's truth from the Bible into all parts of the curriculum and to discover the satisfaction that results from being a lifelong learner.
2. To cultivate and enhance critical thinking skills, effective study habits, along with the ability to discern truth from error.
3. To build a worldview based on the eternal foundation of God's character and not on the ever-changing opinions of human wisdom apart from God.

### **Social**

1. To learn to respond to God's unimaginable love by finding Him sufficient and satisfying above all other things in life.
2. To develop a deep sense of mercy, justice, and compassion towards all others, but especially towards those less fortunate than oneself.
3. To know oneself, and understand one's own strengths and limitations. To daily deal with the roots of bitterness and seek to live a life of joy.
4. To realize one's private life and moral character cannot be separated from one's duty towards God and others.

### **Physical**

1. To develop self-discipline in one's lifestyle that honors the pattern of God's Word.
2. To understand that one's body is the dwelling place of the Holy Spirit and to yield to Him as an instrument in Christ's service.

## **History of Jackson Christian School**

Jackson Christian School began as Jackson Baptist School in the fall of 1972. The school started as a result of meetings between concerned parents and pastors. The pastors P. Anthony, C. Berry, B. Bishop, H. Hall, A. Jennings, L. Johnson, B. Mains, D. Peterson, and R. Taylor were the active participants in a pastor's fellowship, which led to JCS becoming a Christian School. Our school started with sixty-nine students in grades K-6, three full-time teachers, one part-time teacher, a secretary, and a part-time custodian. The beginning of JCS was a combination of vision for the future and conviction that children should be educated according to the standards of God's Word.

A board was elected from among the supporting churches and governed this ministry until the summer of 1980. A growing conviction that the school's needs would be better met under the leadership and direction of one local church led to a unanimous vote of the pastors fellowship to offer the JCS ministry to Cascades Baptist Church.

In the first few years, the school's classrooms were at various locations including Cascades Baptist Church, Rives Baptist Church and an old four-room school building on Murphy Street. In 1973, the 6<sup>th</sup> and 7<sup>th</sup> grades were added. Each year after that, an additional grade was added with the first graduating class receiving diplomas in 1978.

In 1980, the student population was 232 (K-12), with sixteen full-time faculty, two part-time teachers, and a support staff of four. Pastor Anthony Gould was instrumental in the leadership of the school. On November 27, 1984, Cascades Baptist Church voted to purchase two public schools from the Jackson Public School system. Harrington School was assigned to house our Elementary students and Ridgeway School became our High School. On December 7, 1984, the closing and purchase of the two buildings was finalized. With the help of the student body and a very large number of adults, we moved from the Murphy Street property (the former Woodworth Elementary School) to our two new facilities. On January 7, 1985 the first day of school was held at the new locations.

The 1990's led to a number of improvements in the school, including the construction of our gym in 1993. For several years, we rented the gyms of area public schools in order to participate in varsity athletics. The Junior High athletics used the small gym and spectators sat in folding chairs around the perimeter. After years of planning and praying, the gym became a reality. The first varsity game was played in January of 1993. In the years of 1998-99, it was decided the school could better meet the needs of the evangelical community if the school's name was changed to Jackson Christian School.

From 2000-2005 the school incorporated a series of improvements. A new Media Center was constructed in the High School. This involved all new bookcases, tables, and librarian's desk; plus the purchase of many computers to enhance our technology instruction. Both buildings were wired to accommodate computers, the Internet, and protection devices were installed. The Elementary playground and High School athletic field were also improved.

On July 1, 2004, the ownership of JCS was transferred from Cascades Baptist Church to Royal Ministries, Inc., a 501 (c) 3 non-profit created to own and operate the school. JCS is now an independent school, governed by a School Board.

In 2004, the school embraced the mission of "Equipping Students to Impact the World for Christ". The passion of the parents and leadership of JCS is to provide a continuing school where "Jesus Christ is pre-eminent in everything". Col 1:18

In 2006, JCS was fully accreditation, by both ACSI and NCA accrediting associations.



## Admissions Policy

The following procedures are our policy for admission to Jackson Christian School.

1. Jackson Christian School student application is submitted by parents with a non-refundable application fee.
2. Parents (both) and student meet with administrator for admissions interview.

### **Criteria for Acceptance at Jackson Christian School:**

- Profession of faith and salvation by at least one parent
- Active involvement of the family in a Bible-believing church
- Parents' and students' signatures supporting *the Student and Parent Commitment form*
- Minimum of 2.0 GPA (high school)
- Academic testing when deemed necessary by principal for elementary, middle school and high school students, as needed

### **Criteria for Non-Acceptance at Jackson Christian School:**

- When neither parent professes faith or salvation in Christ alone
  - Families whose attitudes or lifestyles are inconsistent with the biblical values of Jackson Christian School
  - Students who have a criminal history
  - Students who have been suspended or expelled from former schools
  - Students who have had disciplinary problems at former schools
  - Students with unique educational or medical needs that Jackson Christian School does not have trained personnel to instruct or supervise
  - When the student has an unpaid tuition account at a former school
3. Acceptance at Jackson Christian School will be determined by the Superintendent and by the Jackson Christian School Admissions Committee. This committee is comprised of:
    - Jackson Christian School Superintendant
    - Middle/High School Principal
    - Elementary Principal
  4. Acceptance of new students will be confirmed with a written letter or a phone call.
  5. All new students are accepted on probationary status for one academic year, which may be extended at the discretion of school administration. Students, who do not follow Jackson Christian School policies, perform poorly academically or have discipline problems may be administratively withdrawn any time during this probationary time.
  6. Jackson Christian School admits students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in the administration of its educational policies, admissions policies, tuition assistance and loan programs, athletic or other school administrated programs.
  7. The school reserves the right, within its sole discretion, to refuse admission of an applicant, to discontinue enrollment of a student, or suspend a student who:

professes, practices, or promotes homosexual/bisexual activity; is sexually active; any female student who becomes pregnant; or, any male student who fathers a child. Jackson Christian School's Biblical role is to work in conjunction with the home and the church to mold students to be Christ-like. On occasion, the atmosphere or conduct within a particular home may be counter to or in opposition to the Biblical lifestyle the school teaches. This includes, but it is not necessarily limited to, sexual immorality (Ephesians 5:1-3), homosexual orientation (Leviticus 20:13, Romans 1:27), threats, or inability to support the biblical principles of the school.

8. The school reserves the right, within its sole discretion, to refuse admission of an applicant, to discontinue enrollment of, or suspend students who move out of their family's home. However, the administration reserves the right to allow appropriate living arrangements under limited restrictions: where a student's safety at home has been shown to be in question; when a student is expelled from their home; or, the student's home is temporarily destroyed. Jackson Christian School is committed to working with parents and the local church to promote a lifestyle of Godly character in its students. Approval for the student to leave their home to take up residence in another home will be done with the parents, church, and administration's concurrence.

## **POLICIES**

### **Student Discipline and Conduct**

Jackson Christian School is a community of young Christian learners. A basic principle behind all behavioral expectations is that students will honor God and respect other people, their property, and their opportunities to learn. Anything that hinders learning is unacceptable. The purpose of a code of conduct is to develop a group unity so that each student might have the individual freedom to succeed in his/her educational experience. A commitment to success at JCS might mean that certain individual freedoms be given up so that our student body can function effectively.

Students are enrolled for one academic year at a time. The faculty and administration review students on a yearly basis. JCS reserves the right to not invite a student to re-enroll for the following year if it believes the student to have educational or behavioral needs outside of the mission of the school.

JCS may discipline its students for infractions of behavioral expectations regardless of whether these occur on or off school grounds throughout the calendar year. All of a student's life constitutes his/her testimony and has an effect on other students.

If a student or parent is offended by the words or actions of a teacher or any school employee according to Matthew 18, he/she should first go to the teacher and share this with him/her. If, after consulting with the teacher there is no reconciliation, they then should go together to counsel with the principal. If after consulting with the principal there is no reconciliation, they can approach the superintendent to hear the complaint. The board reserves the right to not hear the complaint and default to the superintendent's decision.

### **General Code of Conduct**

1. Students must always be respectful of others' rights, property, and the authority of all teachers and staff members.
2. Students are to pass in the halls between classes and activities in a quiet, orderly manner. Horseplay, such as running, pushing, and yelling will not be tolerated.
3. Any school has a potential for minor distractions in the classrooms. Writing and passing notes, tossing objects, and playing with irrelevant objects will not be allowed. A violation of this will result in a reprimand. If the violation continues, the discipline or punishment will increase with severity.
4. Students must demonstrate respect for members of the opposite sex and are not permitted to engage in any public display of affection (holding hands, arms around each other, etc.). This includes school activities on or off campus.
5. Smoking, drinking alcoholic beverages, sexting, pornography, gambling, and the illegal use of drugs by anyone at any time will be grounds for suspension or expulsion from Jackson Christian School. This policy also includes off campus and non-school time.
6. Minor infractions of bullying and/or fighting will be dealt with at the teacher and administrator's discretion including the possibility of suspension. Major infractions of bullying and or fighting will result in a minimum of ten days suspension for the first offense. Should a second offense occur it would result in suspension for the remainder of the school year per review by the school board.
7. Students must use proper and respectful language with other students and teachers at all times.
8. Students found cheating on homework or tests will receive a zero or reduced grade at the discretion of the teacher. A second offense must be referred to the Administrator. Suspension from school may be issued at this time.
9. Student owned cell phones are not allowed in the classroom. Cell phones must be turned off and left in locker during regular school hours. Cell phones may be used with special permission only.
10. Student owned cell phones are allowed at school sponsored extracurricular events such as sporting events, fieldtrips, off-site events (such as SSI), etc. However, phones must be turned off at the event if requested by administration or the faculty in charge.

11. Electronic devices may be in your possession and used both before and after school hours. Students are solely responsible for the safe keeping of these devices and Jackson Christian School accepts no responsibility for this equipment. All material contained in these devices is subject to viewing at any time by school personnel. Parents allowing their students to bring electronic device should understand that material contained in them must meet all standards of the Parent Student Handbook.
12. Jackson Christian School requires all material whether audio or visual to be free from vulgarity, pornography, or other speech or visuals that would be offensive or outside of acceptable limits of decency. Students bringing material or possessing electronic devices containing material that does not meet the above requirements will be subject to discipline and the loss of this privilege.
13. Laptops may be used during classroom instruction to facilitate note taking only. Laptops may also be used when an instructor deems them a necessary part of a particular classes instruction.
14. School property is to be treated with respect and care. Deliberate damage such as writing or scratching on desks, walls, etc., will be disciplined. In addition, a fine will be assessed to cover the cost of repair.
15. Students are expected to be in their seats and prepared to start class when the bell rings.
16. Lockers are the property of JCS and are assigned to the students for their convenience. They are not the private property of the student. The school administration reserves the right to inspect a locker if a question arises, and to make a ruling on any decoration used within the locker.
17. Proper manners on school property include courtesy to all fellow classmates. Snowballs are not to be thrown on the school grounds.
18. Students whose attitudes and conduct (both in and out of school) are considered undesirable and in conflict with the basic principles and purposes of Jackson Christian School, will be subject to observation review and possible discipline.
19. The school administration reserves the right to make rulings on new fads and changes of style during the school year (pertaining to student dress) that is considered worldly by its appearance and unique to a un-Christ-like lifestyle.
20. Respect for authority is expected of all students at all times. Parents, grandparents, business professionals, and various school representatives often visit the campus often. We wish to maintain a positive, respectful testimony to all who visit our school. Students are the ones who will leave the most lasting impression.
21. Food and snacks from the vending machine or lunchroom are not allowed in the classrooms unless allowed by the teacher in charge.
22. Students who drive to school must enter the building upon arrival; they are not to socialize in the parking lot or within their cars.
23. Skateboarding is not permitted on school property unless authorized as an after-school club monitored by school personnel.
24. All medication (both prescription and non-prescription) must be taken to the office. It is recommended that the medication be given at home whenever possible. However, recognizing the necessity of some children to have medication while attending school, the following requirements must be observed to comply with school policy:

- a. The prescription medication must be sent to school in a container, labeled with the name of the medication, the amount to be given, the time of the day to be taken, and expected duration that the medication is to be taken.
- b. The physician's name and the STUDENT'S name must be on the label for prescription medication.
- c. A note signed by a parent must accompany all prescription and non-prescription medication; with dates and times it is to be taken.

## **General Information**

### **Bible**

We encourage all students (K-12) to use an acceptable version of the scriptures. Our teachers are prepared to work with mainstream translations (i.e. NIV, RSV, and NASV). Bible teachers may require a specific version or translation for memorization.

### **Chapel**

Chapel is a critical extension of our Bible classes. Chapels are to encourage spiritual development. Careful attention and respect should be given to the speaker, which is often a student, faculty member, minister or guest. Students are expected to bring their Bibles.

### **Technology Guidelines**

Jackson Christian School endeavors to equip students with computer literacy and keyboarding skills to promote educational excellence. Computers and technology equipment will be available in the classrooms and media center. The purpose of this instruction is for communication, creative expression, skill acquisition, and problem-solving and information management. To help protect students from inappropriate information Jackson Christian School has in place an Internet filtering service. Each family will be provided with our technology policy and guidelines, upon enrollment, to be reviewed by parents and students. Families, who would like to handle their child's access differently, please contact the school office in writing.

### **Parent-Teacher Conferences**

A formal parent-teacher conference is scheduled before the first marking period. Other parent-teacher conferences may be scheduled by calling the teacher... Parents should take the initiative to call the teacher if there are questions concerning their student's academics.

### **Lost and Found**

The front office secretary is in charge of the lost and found articles. Students should check with her for lost articles. The physical education instructors will handle locker room and gym articles.

### **Closed Campus, Visitors**

Students are to remain on campus from the time they arrive in the morning until after the last class of the day. Students attending other schools may not come on campus at any time and enter the building without advance special permission granted by the principal. Students may not go to the parking lot during the school day without special permission by the principal or a teacher. All visitors must register in the school offices.

### **Inclement Weather, School-Closing Procedure**

Jackson Christian School draws students from several surrounding communities. The weather pattern can vary a lot within our geographic area on a bad weather day. We will always attempt to be sensitive to the safety of those who drive to our schools from a distance, as well as locally.

- Fog... can blanket a large area, or more commonly, isolated sections. Delaying the start of school does not work well for JCS because we rely solely on family transportation and car pools. Parents, use your own discretion if the problem exists in your area. A note will be accepted as excused if the weather in your area causes you to bring your child late to school.
- Ice and Snow...Current information on both weather predictions and road conditions is reviewed by the school's administration. A decision is preferably made before 6:00 a.m. unless conditions are changing by the minute. Please do not call administration or teachers for school closing information. There are a number of methods used to notify families of closings or delays:
  1. An informational message blast from the school to cell phones and land lines.
  2. An informational message posted on the school's website.
  3. An informational message will be broadcast to the following media channels:
    - WILX-TV -- Lansing Channel 10
    - WLAJ-TV -- Lansing/Jackson Channel 53
    - FOX 47 -TV

**MIDDLE/HIGH SCHOOL**

## Attendance Policies

### Excused/Unexcused Absences

There is a direct relationship between academic success and regular school attendance. Attendance is the responsibility of the student and parent or guardian. There is no fully beneficial substitute activity for a day's absence from school. Having this preceding statement in mind, we **urge** parents not to take their students out of school during regular session.

#### **An absence is excused if it occurs for one of the following reasons:**

1. Personal illness should be verified by a parent on the day of the absence or a note the next day when the student arrives at school.
2. Death in the family or a serious personal problem that can be verified by the parents.
3. Doctor or dental appointments that cannot be otherwise scheduled on non-school time.
4. Participation in a school-sponsored activity or a church-related activity that meets both the parents and Administrator's approval.
5. Juniors and seniors college visit days

#### ***Please note:***

- If a student is going to miss more than three school days, please complete the vacation form and submit to the front office for approval
- Students may receive lower grades due to lack of instructional time with teachers.
- Students are responsible to make up missed work through teacher contact and the use of Ren Web.
- Teachers may provide some work ahead of time, but much of the missed work may have to be made up after the student returns.
- The teacher will establish a deadline for make-up work.

### Partial Day Absence

- The parent or student must sign out at the school office before leaving the campus. The student can only sign themselves out with permission (note or call) from parent.
- If a student (in an extra-curricular activity—such as athletics, Royal Players, band, choir) goes home from school early after being present any part of the day, he/she will become ineligible to participate in any after school or evening activity.
- A student is ineligible to participate in any after school or evening extra-curricular activity if he/she arrives at school after 2<sup>nd</sup> period. Exceptions can be made for excused absences by administration (i.e. college day, funeral, doctor's appointment etc.) Students who are too ill to arrive on time are encouraged to stay home.
- If three or more hours are missed it will count as a full day's absence.

### Returning to school after an absence

- For each occurrence of absenteeism, the student must bring in to the office a written excuse signed by the parent or guardian. The parent is responsible to see that the excuse



is sent. A physician's note or verification is required if the student is absent longer than four consecutive school days.

- **Normally, a student will have one school day for each day missed to complete the make-up work. It is the student's responsibility to find out what was assigned and collected during his or her absence.** When possible, assignments should be secured from a classmate on the day of the absence, to allow maximum time for completion.

### **Credit Loses and Grade Retention**

In order to receive a credit in a course of study, a JCS student must not exceed ten (10) absences in any one class a semester. A student accumulating more than ten absences in a semester course shall not receive credit in that course unless the Principal has granted an extension to that student:

- Parents will be notified when seven (7) days has been reached.
- When the ten-day limit has been reached, a review will be conducted.
- An extension may be given if a request is made to the Principal and the absences are all considered extenuating.
- Students who exceed ten (10) absences in any one class a semester must make-up time outside of the student's regular day. All make-up time must be completed before the grades are issued or the student will not receive a credit.

### **Tardiness**

It is essential that students learn habits of promptness and realize that frequent tardiness is cause for concern and corrective action. Tardiness is not a desirable quality, as it is disruptive and detrimental to the entire class.

#### **First Hour Tardiness (arrival at school)**

1. All students arriving late must check into the school office and receive a pass to their class.
2. Tardiness to school will be excused only by an appropriate explanation from a parent or other person responsible for the student.
3. Tardiness resulting from occasional difficulties with car pool and other private means of transportation may be deemed as an excused tardy. A pattern of tardiness for the above reason is unacceptable and will be counted as unexcused.
4. All other tardies, (such as oversleeping, etc.) will be unexcused.
5. Students who arrive to a class after the bell has rung are considered tardy unless accompanied by a note from the office or teacher.
6. Three unexcused tardies per quarter in any one class will affect the student's employability grade. More than five unexcused tardies to class will result in makeup time.

### **Credit Loses and Grade Retention**

In order to receive a recommendation for credit in a course of study, a JCS secondary student (grades 6-12) must not exceed ten (10) absences in a semester. A student accumulating more than ten absences in a semester course shall not receive credit in that course unless the Administrator has granted an extension to that student. Parents will be notified when seven (7) days have accumulated and when the ten-day limit has been reached. After a review has been

conducted, an extension may be given if a request is made to the Administrator and the absences are all considered legitimate.

Students who exceed ten (10) days of excused absences in a semester and have earned a passing grade in their class may have the opportunity to earn a credit recommendation by making up 45 minutes of time for each class absence during the semester. This make-up time will be scheduled outside of the student's regular day, in the afternoon, evening, or weekend at the arrangement of the Administrator. All make-up time must be completed before the grades are issued or the student will not receive a credit recommendation.

## **Student Discipline**

### **Standards of Conduct/Disciplinary Procedures for High School**

#### Level 1 Violations

1. Level 1 Violations...will result in a disciplinary action and will be written up on a Disciplinary form by the teacher, Administrator, or other designated school authority person.
2. Chewing gum inside the high school building. (Exception: with permission from coach during an athletic practice.) A \$5.00 fine will be assessed to the student, payable to the high school office. Any amount collected throughout the year will go to the treasury of the class having the least amount of violations. The second offense will result in a \$10.00 fine. The third offense will cost \$15.00. The fourth offense may result in suspension.
3. Candy or snacks from the vending machine or lunchroom brought into the classrooms.
4. Dress code violations
5. Disobedience to school and classroom rules of conduct.
6. An accumulation of three (3) unexcused tardies to the classroom as reported to the office by the classroom teacher, within a quarter of study. Accumulation of three (3) tardies in a quarter raises the offense to a level 2 violation.
7. Inappropriate display of affection or physical contact in boy-girl relationships at school or during related school activities.
8. Excessive violations of classroom unpreparedness as reported by the classroom teacher; such as being without a pen, pencil, paper, book, etc., within a quarter.
9. Violations of the electronics use policy.
10. NOTE: Four (4) Level 1 offenses become a Level II.

#### Level II Violations

Level II Violations...are among those acts that may result in probation, suspension, and may upon severity and/or repetition of the violation, result in expulsion. Faithfulness to Biblical standards and holy living will be emphasized and taught. Situations leading to dismissal shall be of a nature that discredits the testimony of Christ and the reputation of Jackson Christian School. Dismissal from school may occur at the discretion of the school board or its designees on the

recommendation of the administration. Activities and/or attitudes that violate such principles and standards include, but are not necessarily limited to the following:

1. Fighting, stealing, lying, cheating, and gambling.
2. The use of profane language or obscene actions either verbal or electronic.
3. Insubordinations, refusal to comply with reasonable requests of school personnel.
4. Willful destruction of school or private property on school premises.
5. Use of tobacco, alcoholic beverages, drugs (non-prescription).
6. Illegal weapons.
7. Antagonistic, gross disrespect to school personnel authority.
8. The possession, use, supplying or selling of drugs
9. Possession of a weapon on school grounds
10. Assault or battery
11. Immoral sexual conduct or relationships such as fornication and homosexuality
12. Insubordination or mocking and scoffing the spiritual or academic mission of the school
13. Failure to show satisfactory improvement while on disciplinary or academic probation
14. Committing arson or other defacing or destruction of school property
15. Any other serious pattern of behavior determined by the administration that for the student to continue at Jackson Christian School would be inadvisable.
16. Fighting, assault

### **Student Driving and Parking Regulations**

Students desiring to drive to school must secure a student vehicle registration form from the school office and fill it out completely with the signature of a parent and submit it to the Principal for approval.

1. All students parking their vehicles on campus must register a signed permit before parking on the high school lot.
2. Students must park in the designated areas only.
3. Motorcycles are not permitted to be driven on school property by any student without special permission by the Principal.
4. Speed limit while on school property is 5 m.p.h.
5. Vehicles should be locked at all times. There is to be no loitering in the parking lot.
6. Students may not go to the parking lot during the school day without special permission.

Failure to comply with JCS driving and parking regulations may result in the suspension of student driving privileges.

## HS Dress Code

*Our desire at JCS is for all students to dress in a Christ-honoring manner. In order to accomplish this we expect all students to be clean, modest, and neat.*

*Please note that the administration reserves the right to make necessary changes and make judgment calls with the best interest of the JCS student body in mind.*

### Everyone:

#### 1. Pants/Shorts:

- Jeans/khakis are allowed
- May not be too tight
- Undergarments should not be seen
- No sagging pants/shorts
- No leggings or spandex
- No athletic pants/shorts
- Shorts must be modest in length (approaching the knee)

\*\*\*Shorts may be worn from the first day of school till the principal notifies the student body that due to the change in temperature, shorts may no longer be worn. Students may wear shorts once again after Spring break through the end of the school year.

#### 2. Sweatshirts:

- No inappropriate words or logos
- No skulls, drugs, or alcohol paraphernalia

#### 3. Tattoos:

- May not display tattoos
- If a student has a tattoo, it must be covered at all times (This includes when wearing sport's uniforms)

#### 4. Shoes:

- No flip flops, beach sandals, slides, or slippers

#### 5. Coats:

- Students may not wear outside coats in the classroom.

### Boys:

#### 1. Hair:

- Must maintain natural hair color
- Must be off the collar and eyebrows
- No longer than mid-ear
- Cleanly shaven, no mustaches or beards
- No extreme hairstyles

#### 2. Piercings:

- No piercings of any kind

3. Shirts:

- No athletic t-shirts (unless school issued spirit wear)
- Shirts with appropriate words and logos are acceptable
- No skulls, drugs, or alcohol paraphernalia

**Girls:**

1. Hair:

- May not color hair bright or unnatural colors
- The longest part of the hairstyle must at least reach the middle of the ear
- Must stay away from extreme hairstyles

2. Piercings:

- No tongue, nose, eyebrow, or lip piercings

3. Shirts:

- No athletic t-shirts (unless school issued spirit wear)
- Shirts with appropriate words and logos are acceptable
- No skulls, drugs, or alcohol paraphernalia
- No low-cut tops. One must be able to bend over without seeing any cleavage
- Must not see any mid-drift. One must be able to raise her hands above her head without seeing the mid-drift
- May not be too tight
- Must not show any undergarments
- Thin shirts must have a camisole underneath it

\*\*\*Sleeveless shirts are acceptable during the months where students can wear shorts

4. Dresses/Skirts:

- May not be too tight or form fitting
- Must be modest in length (approaching the knee)
- Leggings/tights may be worn as a part of the outfit but does not negate the length requirement

**Further Dress requirements and Points of Emphasis:**

- Shoes are to be worn at all times. Shoes with laces are to be tied so that shoes fit reasonably.
- PE students are to have a dedicated pair of athletic shoes.
- No underclothing is to be visible at any time.
- Spandex or very tight fitting garments are not allowed.
- Jeans must be clean and free from holes and fraying.
- Hats may not be worn in school.

### **Dress for Success:**

We want our students to learn what it means to “present their best” when it matters most. Our students are expected to dress up for any activity that requires them to look and perform at their best. Such activities include but are not limited to:

- Exams
- Presentations
- Speeches
- Science fair
- Athletic events
- Awards chapel
- Sports awards

### **Boys:**

- Dress pants (No cargo or denim allowed)
- Collared or button-up shirt (tie may be required)
- Belt
- Dress shoes/dress socks

### **Girls:**

- Dress pants (No spandex, leggings or denim allowed)
- Dress or skirt that is approaching the knee
- Dress shirt
- Dress shoes/dress socks
- Clothes should not be too tight

### **Casual Days:**

Occasionally the administration will approve casual days where students can pay \$1 (all proceeds are used for student events) for the opportunity to wear the following:

- Athletic pants and shorts
- Athletic shirts
- Flip flops or slides
- Hats

\*Modesty is still a point of emphasis on casual days

## Academic Information

### Graduation Policy

Jackson Christian School does not allow for early graduation. We believe that the educational experience is not based solely on credits earned. It is our position that the senior year allows for needed growth, maturity, and spiritual development.

### Graduation Requirements

1. A student who desires to graduate from Jackson Christian must earn a minimum of fifty-two semester credits from grades 9-12.
2. All students are required to earn one credit in Bible for each semester they attend Jackson Christian High School.
3. The cumulative GPA of the students determines valedictorian and salutatorian at the end of the second semester. To be eligible, students must attend a minimum of four semesters at JCHS. To be invited to speak at the graduation commencement, they must be a member of our National Honor Society, unless waived by a vote of the administration and faculty.
4. To be eligible for class ranking, students must attend a minimum of four semesters at JCHS.
5. Graduation before a student's final semester in their Senior year is not allowed.
6. All high school students must pass the following required core courses to graduate from Jackson Christian High School:

#### JCS University

Bible	4 years	8 credits	
English	4 years	8 credits	
History, Soc. St	3 years	6 credits	
Mathematics	4 years	8 credits	
Science	3 years	6 credits	
Physical Ed.	1 year	2 credits (or sports)	
Foreign Language	2 year	4 credits	
Computer Class	1 year	2 credits	
Visual, Performing	1 year	2 credits	
Total Required Core Classes:			44-46 credits
General Electives:		6-8 credits	
Total Requirement:		52 credits	

### Regarding Core Classes For All Students:

1. Physical education may be met by participating in two varsity or junior varsity sports from grades 9-12.
2. The senior Modern Literature class may count as English or Social Studies credit; whichever is needed, but not both.
3. To receive credit each year for English classes and as a graduation requirement, each student must read, write a report, and pass the Accelerated Reader test on two

books from the required reading list. One of the required books will be part of the students' English or Literature class each year.

4. Each senior shall do a major thesis to qualify for graduation. The requirements, methods, and grading will be set by the teacher of the senior English class, including a minimum passing grade. A student must complete the thesis satisfactorily to receive any English credits for second semester of the senior year.
5. Two years of Drama may equal one year of English credits, if a conflict arises in scheduling.
6. Students may be allowed to withdraw from a class and enter another one without academic penalty, if it is done within two weeks of the beginning of the first semester and one within one week of the second semester. A parent, classroom teacher, and Principal must approve a drop/add form.
7. A student cannot gain an additional credit for a class that is retaken. If a student gains approval to do so by a teacher and administrator, the second grade will show on the transcript. High honors candidates (such as Valedictorian and Salutatorian) cannot refigure the second grade in their GPA to their advantage.
8. Junior and Senior students may be allowed to take one daily non-core class on a pass/fail basis with the approval of the classroom teacher and counselor. The purpose of taking a pass/fail class is to encourage students to take a difficult course and broaden their horizons without endangering their GPA. A "C-" or higher grade must be achieved to record a "P" in both marking periods, or the actual grade (which would be a "D+" or lower) would be recorded instead. If a student earns an "A" or "A-" in the course, he/she has the option of counting the grade towards his/her GPA.



## **Academic Probation**

A student who fails two or more major subjects in a marking period will be placed on academic probation for the next marking period. During this time, the student may not participate in any extra-curricular activity.

Academic probation is a serious situation for the student. School time should be entirely used for study so that grades will improve to a passing level. Students who continue to fail two or more subjects at the end of the probation period may be asked to receive “special tutoring” or other help, either within or outside JCS. In some cases, students may be asked to withdraw from the school.

## **Homework**

Assignments can be expected daily for each class. It is the student’s responsibility to find out what was assigned for homework if he/she missed class.

Parents and students have the opportunity to check for homework assignments daily using Parentweb/Renweb. Teachers update their classroom information daily. Time is normally given at the end of each class period to begin the next day’s homework.

Assignments given as homework are designed to develop initiative, response, and self-learning. Homework provides an opportunity to practice and apply concepts learned within the classroom. Any assignment must be turned in on time to receive a full grade.

Parents can help the students by providing a quiet, secluded place for study, and a regular time to be set aside for this important part of his/her schoolwork. If students use the time provided at school, the time needed at home will be correspondingly less. High school students will normally have more homework than younger students.

## **Exams and Semester Grades**

All student 9-11<sup>th</sup> grades are required to take semester and final exams. Seniors who have earned at least an A- average are exempt from first semester exams. Seniors are exempt from taking second semester exams unless they are enrolled in a JCS University class. Final exams in every class will carry the weight of 20% of the total semester grade. Students taking a class pass/fail fall within the above requirements. Student’s must be present the entire scheduled exam time.

## **Middle/High School Grade Scale**

Grade	Scale	G.P.A. (Grade Point Average)
A	95 – 100	4.0
A-	90 – 94	3.7
B+	87 – 89	3.3
B	83 – 86	3.0
B-	80 – 82	2.7
C+	77 – 79	2.3
C	73 – 76	2.0
C-	70 – 72	1.7
D+	67 – 69	1.3
D	63 – 66	1.0
D-	60 – 62	0.7
F	0 – 59	0.0

### Letter Grade Interpretation

A	Excellent
B	Above Average
C	Average
D	Below Average
F	Failure
P/F	Pass/Fail

## **Honor Roll**

High school students are recognized in school publications for their earned merit each marking period. Those who earn all “A’s” (High Honors) and those who earn all “A’s” and “B’s”, (no “C’s”).

## **National Honor Society ( 10<sup>th</sup>-12<sup>th</sup> Grade)**

The purpose of National Honor Society is to create enthusiasm for scholarship and learning, to stimulate a desire to serve others, provide leadership, and to develop character in the students of the school. To be eligible for membership a student must be a sophomore, junior, or senior class member. Candidates must have been attending our school the equivalent of one semester. The Faculty Council will consider students with a 3.3 GPA for membership. The Faculty Council will look over the student's application and pastoral recommendation form to insure compliance with the spiritual and social qualifications. Students meeting the standards will then be inducted into National Honor Society during the special ceremony held during the fall of the school year. When a senior student graduates with a minimum 3.3 G.P.A., he/she is eligible to graduate with honors, and will be recognized as such at our school's graduation commencement.

## **Dual Enrollment Policy**

Dual enrollment for JCC and Spring Arbor University is available for juniors and seniors for afternoon classes. Information and application for these programs are available through the counseling office. The following are guidelines for dual enrollment:

1. Students must seek approval from high school administrator or school counselor.
2. Students may receive either college credit or high school credit.
3. High school credit will go towards elective hours.
4. College courses, outside JCS University, may not substitute required high school courses.
5. One college course equals one high school credit.
6. Dual enrollment does not permit early graduation.

**Work CO-OP**

Work CO-OP applications are only accepted for seniors who desire to attend school in the morning and work in the afternoon. Seniors are eligible to apply if they are within 12 credits of our graduation requirements at the beginning of their senior year, or within 6 credits at semester break. An employee verification form must be on file in school office.

**Career Center**

Career Center is available to juniors and seniors in the afternoon. Information and applications for this program is available through the counsel

## Middle School and High School Athletic Handbook

# JACKSON CHRISTIAN SCHOOL

## MISSION STATEMENT

**“Equipping students to impact the world for Christ”**

### Philosophy of Athletics

The philosophy of athletics at JCS is to provide a medium by which our students can glorify Jesus Christ through athletic competition. Athletics is an important and integral part of the JCS total educational program. Through our program, we strive to teach principles of maturity, courage, discipline, cooperation, commitment, sportsmanship, dependability, respect for others and grace and humility in victory or defeat.

The goals for the athletic teams can be summarized with the words: participation, skill development and winning as a group. The Middle School teams emphasize participation; Junior Varsity build on participation and further skill development; while the Varsity squads seek to build on participation and skill development to put together a winning unit.

### Participation in Athletics

Students must understand that participation in any form of athletics at JCS is a privilege and not a student right. We desire wide student participation in our sports program. Every person related to our athletic teams is an automatic school representative. We desire only those who will accept this responsibility with character. **Negative attitudes, actions and inadequate academics will immediately remove even the best of athletes from the JCS sports team.** The administration reserves the right to determine a student's eligibility at any time.

## Athletic Opportunities

### Fall Sports

Cross Country	Boys/Girls	Middle School (6-8) Varsity
Soccer	Boys	Middle School (6-8) Junior Varsity Varsity
Basketball	Girls	Middle School (7-8) Junior Varsity Varsity

### Winter Sports

Cheerleading	Girls	Middle School (7-8) Junior Varsity Varsity
Volleyball	Girls	Middle School (6-8) Junior Varsity Varsity
Basketball	Boys	Middle School (6-8) Junior Varsity Varsity
	Girls	Middle School (6)

### Spring Sports

Track	Boys/Girls	Middle School (7-8) Varsity
Baseball	Boys	Varsity
Soccer	Girls	Varsity
Golf	Boys	Junior Varsity Varsity

## Policies

### Michigan High School Athletic Association

Jackson Christian High School and Middle School are members in good standing with the state association. The school is obligated to adhere to all standards of the MHSAA.

#### MHSAA Eligibility

Your role in following the rules will assure MHSAA eligibility to participate in interscholastic sports or prevent your participation as an ineligible athlete which would result in forfeiture of contests.

1. **AGE** ...High School students become ineligible if they reach their nineteenth (19<sup>th</sup>) birthday before September 1 of a current school year.
2. **PHYSICAL EXAMINATION**...Students must have on file, in the school office, a physician's statement for the current school year (after April 15), certifying that he/she is physically able to compete in athletic practices and contests.
3. **ENROLLMENT**...Students must be enrolled in a school prior to the fourth Friday after Labor Day (first semester) or the fourth Friday of February (second semester).
4. **SEMESTERS OF ENROLLMENT**...Students cannot be eligible in high school for more than eight semesters, and the seventh and eighth semesters must be consecutive.  
Students are allowed four first semesters and four second semesters of competition and cannot compete if they have graduated from high school.
5. **ACADEMIC RECORDS**...Students must have passed at least the equivalent of 20 credit hours in the previous semester of enrollment, and must be currently passing the same.
6. **TRANSFER STUDENTS**...A student in grades 9 through 12 who transfers to another high school is not eligible to participate in an interscholastic contest for one full semester unless the student qualifies for immediate eligibility under one or more of 15 published exceptions.

An ineligible transfer student who is confirmed to have transferred for athletic reasons is ineligible to participate in an interscholastic contest for two full semesters for the school to which the student transfers.

Students and parents anticipating a change of schools should first seek advice from their high school administration.

7. **UNDUE INFLUENCE**...The use of undue influence by any person directly or indirectly associated with a school to secure or encourage the attendance of a student for athletic purposes, shall cause the student to become ineligible for a minimum of one semester.

8. **LIMITED TEAM MEMBERSHIP**...After practicing with or participating with high school teams, students cannot participate in any athletic competition not sponsored by his or her school in the same sport in the same season.
9. **ALL-STAR COMPETITION**...Students shall not compete at any time in any sport under MHSAA jurisdiction in all-star contests or national championships, regardless of the method of selection.
10. **AWARDS & AMATEURISM**...Students cannot receive money or other valuable consideration for participating in MHSAA-sponsored sports or officiating in interscholastic athletic contests, except as allowed by the MHSAA HANDBOOK. Students may accept, for participating in MHSAA-sponsored sports, a symbolic or merchandise award which does not a value over \$25. Banquets, luncheons, dinners, trips and admissions to camps or events, are permitted if accepted “in kind”. Awards in the form of cash, merchandise, certificates, or any other type of negotiable document are never allowed.

#### JCS Academic Eligibility Requirements

1. For a student to be eligible to participate in competition, he/she must receive a C-average and no F's.
2. Eligibility is based upon a student's nine-week grades and is effective for the final nine weeks of school to the first nine weeks of the following school year. Seventh and ninth grade athletes will begin the new school year with a clean start, no carry-over eligibility from the previous quarter.
3. A student who receives more than one failing grade will be ineligible for the nine weeks grading period.
4. Students who received less than a C-average or who receive one (1) F in any subject will be placed on probation. Middle School for two (2) weeks and Senior High for three (3) weeks.
  - a. Probation begins with the release date of the grade card at the start of the new grading period.
  - b. A student who brings their average up to a C- with no F's by the end of the probationary period is eligible to participate for the remainder of that nine weeks, providing they continue to maintain C- grade averages. Grades will continue to be checked every two weeks for Middle School and three weeks for Senior High.
  - c. A Senior High student who does not bring his/her grades up by the end of the three (3) week probation period is then ineligible for the remainder of the nine weeks. Middle School students will continue to receive two (2) week probationary periods.
  - d. While on probation, a student with not more than one (1) F and whose average was at least a C-, may practice, but not dress or play in any game.



- e. While on probation, a student who received less than a C- average and no more than one (1) F in any subject may not practice, dress or play in any game.

### Athletic Dress

School dress code will be the standard for dress for home and away games. This applies for all team members, managers and statisticians. Coaches may have specific requirements for team members and will address this issue in team meetings. The standard of dress applies both before and after games on road trips. Remember that you represent not only yourself but also the school, your team and the Lord Jesus Christ. We want to look as sharp as possible.

### Attendance Regulations

1. All athletes are expected to be at all scheduled practices and contests. Any absence must be pre-arranged with the coach. It will be at the coach's discretion to determine acceptable reasons for missing practices or games. Unexcused absence from practice shall require disciplinary action. The severity of this discipline shall be at the discretion of the coach and staff. Absenteeism may affect the athletes standing/position with the team.
2. An athlete must be present in school by 10:30 a.m. in order to attend practice or a contest that school day.
3. An athlete, after signing out at school due to illness, may not return after school for practice or a contest.
4. An athlete who is on suspension from regular classroom attendance may not participate in any form of athletics.
5. Other than illness, excused absences approved by the administration allow students to participate that day in athletic practices or contests (i.e. college day, funeral, etc.).

### Thon Day

Since the Thon is our major athletic fundraiser, all athletes are expected to participate.

### Dual Sports

Not allowed for Middle School students

If a student wishes to participate in two sports simultaneously the following procedures must be followed.

1. Written permission from parents
2. A written statement from the student declaring which sport will be their primary sport.
3. Above statement signed by both coaches involved.

The student must honor their primary sport if any scheduling conflicts arise. Also, the student must realize their position within the team could be affected.

### Transportation

Transportation to and from athletic events will be arranged by JCS. All athletes are expected to ride with the team. Transportation will be in school vehicles. On rare occasions, coaches will assign athletes to ride with selected - approved adult drivers in privately owned vehicles.

Athletes cannot ride with boyfriends or girlfriends to or from games.

In the event a parent would like to take an athlete home after an away contest, you, the parent, must go to the coach to inform him/her that your child will not be riding the bus home.

In the event a parent would like their student athlete to ride home with another adult after an away contest, a written request must be given to the coach.

In special situations, an athlete may drive their personal vehicle to a game ONLY if the game is near their home. No other athlete may ride in a private vehicle driven by another student. Permission must be given by the athletic director and the athletic director will inform the coach.

### Schedules

All athletic schedules can be obtained at [www.highschoolsports.net](http://www.highschoolsports.net)

### General Training Rules

Each athlete is expected to maintain personal health habits that will insure the best physical and mental condition to participate in sports and represent the school in athletic competition. The interests of the team and the school should have highest priority. See Parent-Student Handbook for penalties involving use of alcohol, tobacco or illegal drugs. Coaches with specific sports may list rules particular to that sport.

### Minimum Number of Practices

For the purpose of safety, a minimum number of five practices will be required for athletes prior to their first competition.

### Team Tryouts and Cutting

All eligible students will be offered the opportunity to try out for an athletic team. Each sport has a starting date and there will be a minimum of three tryouts/practice before cuts are made. Cuts may be made only on the J.V. and Varsity levels.

### Transportation Fee

A “transportation fee” for JCS athletes must be paid prior to the first contest of each sport. This fee helps cover transportation cost and will be set annually by the administration.

### Withdrawal from a Sport

If a student wishes to withdraw from a sport the following procedures must be followed. (A student will be considered a participant after completing five practices).

1. An athlete must present a letter to the head coach from their parent/guardian requesting permission to withdraw from that sport.
2. This letter must be signed by the coach and presented to the athletic director for approval.
3. If this procedure is not followed within fourteen days, the athlete will not be eligible to participate in the next two seasons. The seasons are fall, winter and spring.
4. If an athlete withdraws from a team for any reason other than illness or injury, they will not be eligible for any honors earned while participating in that sport during that particular sport season.

### Awards

Junior Varsity - All junior varsity athletes will receive a certificate upon completion of each sport. First year athletes will also receive a chenille number. One athlete will receive a trophy. This trophy will be the “Coach’s Award”. Each individual coach will decide criteria for this award.

Varsity - (Member on team for 60% of contests) (Secondary Sport - Member on the team for 40% of contests) - All varsity athletes will receive a certificate and a medal upon completion for each sport. Exceptions will be those individuals who letter in the same sport for a fourth year.

First year	Bronze Medal
Second Year	Silver Medal
Third Year	Gold Medal
Fourth Year	Plaque

A chenille varsity letter will also be presented to those athletes completing their first varsity year. Each varsity coach will be allowed to recognize up to four (4) individuals on each team with special award trophies. The number of special awards depends on the number of athletes.

1-5	1 award
6-10	2 awards

11-15	3 awards
16-above	4 awards

### Special Award Trophies

1. Royal Award - given to the athlete who best demonstrates Christian character, a Christ-like attitude and treats team members and opponents with respect.
2. MVP Award - given to the athlete who is the most valuable to the team and considered the best all-around player.
3. Coach's Award - given to the athlete who demonstrates qualities of helpfulness, constant effort, dedication and a spirit of coachability.
4. Fourth Award will be of the coach's choosing.

## Senior Award

The Senior Award is given to any senior athlete who has received ten or more varsity letters during his or her high school career.

## Sportsmanship

All parents, coaches and athletes are expected to demonstrate nothing but the most appropriate sportsmanship at all athletic events.

JCS trusts that you will always respond in an encouraging, supportive way which will bring glory to the Lord, rather than reacting with words or actions which will bring dishonor upon Christ's name. Unsportsmanlike comments, actions or gestures to players, coaches, opponents or officials will not be tolerated.

As the saying goes . . . . . "we may be the only Bible others read".

Men read and admire the gospel of Christ  
With its love so unfailing and true;  
But what do they say and what do they think  
Of the gospel according to you.

## Student Contract / Parents Contracts

Contracts must be signed by both student and parents. Contracts will be kept on file in the athletic office.

## Parental/Coach Communication

Parents who have a concern that they wish to discuss with a coach, must arrange an appointment with the coach to voice their concern. Please do not approach a coach with a complaint or concern before, during or after a game. Please follow the principles found in Matthew 18 when voicing a complaint.

1. Talk directly with coach.
2. If concern is not resolved, request a meeting with coach and athletic director.

## Student Contract

I, the undersigned, do agree to follow the policies stated in the Student/Athlete Handbook and realize the commitment needed to participate in athletics here at JCS, so I commit myself to the athletic program and to my individual team.

I will perform the following duties in order to fulfill the contract and show my commitment to the team and to the school.

- A. Be at EVERY practice on time. The only excuse for missing is personal illness, a death in the family or pre-arranged absence. I will give the coach ample notification if I will be absent.
- B. The team will be my number one extra-curricular activity. When conflicts arise, I realize the team comes first.
- C. I will attempt to be ready mentally for every practice and every game.

If this contract is broken, the coach and athletic director will together decide, from the following options, as to the action taken with the athlete.

- 1. Dropped from the team
- 2. One or more game suspensions from the team
- 3. Dropped from the traveling squad
- 4. Sit out portions of the game
- 5. Public apologies to team and coaches
- 6. Any other action the coach and/or athletic director deems necessary

SIGNED \_\_\_\_\_

Parent Agreement

I/We the parent(s) agree to encourage my student athlete to follow the Student Athlete Handbook, and also to encourage 100% commitment and good sportsmanship from my child.

I/We also agree to show partnership with the Athletic Department through attendance at games whenever possible, good sportsmanship, godly conduct and volunteering to help at athletic events at least once during the season.

Signature\_\_\_\_\_ Signature\_\_\_\_\_

Release from Liability and Assumption of Risk Agreement

I/We are aware that \_\_\_\_\_ (“Student”) may participate in one or more intramural, club sports athletic programs, and other athletic events and activities at or of Jackson Christian School, and ministry of Royal Ministries, Inc. (“JCS) or in which JCS students, staff, and others participate (all such programs, events, and activities, collectively “Athletic Programs or Events”) at my/our and the Student’s own risk and I/we irrevocably assume all risks of harm, damage, liability, injury, and loss associated with, related to, or potentially arising from or related to such participation. I/We understand that participating in any Athletic Program or Event can be a dangerous activity involving risk of injury and even death. I/We understand that I/we are responsible for the cost of any and all medical services that the Student may require as a result of participating in Athletic Programs or Events.

In consideration of JCS’s permitting the Student to try out and engage in Athletic Programs or Events, including but not limited to, practicing and competing in such activities and traveling to or from such activities (hereinafter “participation” or “participating” in Athletic Programs or Events), I/we hereby fully and irrevocably release, waive and discharge JCS and its officers, directors, coaches, employees and volunteers (“Released Persons and Entities”) from all liability to me/us and the Student or his/her personal representatives, assigns and heirs for all loss, liability damages or expense, whenever arising or discovered, and any claim or demands therefore, on account of, or related to, any injury to person or property or resulting in death of the Student while the Student is participating in an Athletic Program or Event, including injury, loss or damages caused in whole or in part by the negligence of the Released Persons and Entities, excepting only injury or death caused by intentional or reckless acts of the Released Persons and Entities.

I/We authorize JCS to provide and secure medical assistance needed on behalf of the athlete above mentioned.

I/WE HAVE READ THIS DOCUMENT AND AGREE TO BE BOUND BY THIS DOCUMENT. I/WE UNDERSTAND THAT THIS DOCUMENT BARS ANY RECOVERY FROM THE RELEASED PERSONS AND ENTITIES FOR INJURY, DAMAGE, OR DEATH TO THE STUDENT WHICH RESULTS FROM OR IS RELATED TO THE STUDENT'S PARTICIPATION IN OR AT ATHLETIC PROGRAMS OR EVENTS AS SET FORTH ABOVE

\_\_\_\_\_  
Parent/Guardian                      Date

\_\_\_\_\_  
Parent/Guardian                      Date



## Elementary

## **ELEMENTARY SCHOOL**

### **Credit Loses and Grade Retention**

Students in grades 1-5 at the Elementary School who miss twenty-five (25) days throughout a school year will be retained unless the Principal grants an extension. If the 25 absences are due to many unexcused days missed, extensions will not be given; the student will have to be retained.

### **Standards of Conduct/Disciplinary Procedures**

Faithfulness to Biblical standards and holy living will be emphasized and taught. Activities and/or attitudes that violate such principles and standards include, but are not necessarily limited to the following:

#### Level I Violations

- Disobeying general school rules
- Disobeying playground
- Dress code violation
- Teasing

#### Level II Violations

- Inappropriate physical actions toward others
- General aggression
- Stealing
- Lying
- Willful destruction of school property
- Disrespectful actions / Insubordination
- Inappropriate words, body language, gestures
- Use of tobacco, alcoholic beverages, drugs, (non-prescription)

#### Level III Violations

Physical actions toward an adult or another student with intent to hurt

### **Dismissal**

Situations leading to dismissal shall be of a nature that discredits the testimony of Christ and the reputation of Jackson Christian School. Dismissal from school may occur at the discretion of the school board or its designees on the recommendation of the administration. Dismissal may take place for the following infractions:

1. The possession, use, supplying or selling of drugs
2. Possession of a weapon on school grounds
3. Assault or battery
4. Immoral sexual conduct or relationships such as fornication and homosexuality
5. Insubordination or mocking and scoffing the spiritual or academic mission of the school

6. Failure to show satisfactory improvement while on disciplinary or academic probation
7. Committing arson or other defacing or destruction of school property
8. Any other serious pattern of behavior determined by the administration that for the student to continue at Jackson Christian School would be inadvisable.
9. Fighting, assault

Consequences at the elementary level may include but are not limited to the following: warning, missed recess, parental contact, suspension, and expulsion. Other appropriate consequences may be utilized. The severity of the consequence will be determined by the severity and repetition of the offense. All situations that arise are unique and will be handled in a manner that best serves the circumstances.

### **Dress Code for 1<sup>st</sup> through 5<sup>th</sup> Grade**

Purpose of Jackson Christian's Dress Code: The purpose of this dress code is to help children learn to be neat, modest, and God honoring in their clothing selection.

#### Appropriate Dress

##### Boys and Girls

Dress pants or Jeans (no holes, frays, patches, or faux patches)  
 Solid shirts and shirts with patterns ( No super-hero or cartoon characters)  
 Shirts, dresses, or skirts with small logos (such as polo shirts with an American Eagle logo)  
 Shoes (tied) and socks/ Athletic shoes are appropriate  
 Shoes must not have wheels (i.e. wheelys, heelys, etc)  
 Neat haircuts (No longer than mid ear and off the collar for boys)  
 Modest knee-length shorts/Capri pants – times directed by the principal  
 Boots, snow pants (or extra pants), hats, mittens for cold weather and snow  
 Sweatshirts & Sweater Vests with small logos  
 Spirit Wear

##### Girls Only

Dresses, skirts, or culottes must be knee length, no shorter  
 Tights and leggings under skirts/dresses (that are of appropriate length) are fine  
 Tops must cover midriff with hands raised  
 Pierced ears are fine

##### Inappropriate Dress

Shirts with words/pictures that are deem inappropriate (no super-hero or cartoon characters)  
 Camouflaged/military clothing  
 All athletic type pants/shorts (sweats, parachute pants, warm ups, etc...)  
 Leggings worn alone (or under long tops or short skirts)  
 Tank tops or tops with spaghetti straps  
 Beach or soccer sandals  
 "Oversized" clothing

“Low-rise” “hip-hugger” jeans or pants below natural waistline  
Slacks that conform tightly to the body  
Unusually colored hair or hairstyles  
Body piercing or tattoos  
Pierced ears for boys

#### Dress Code for Preschool, Begindergarten, and Kindergarten

1. Children should dress in simple play clothes, sweat pants or pants with elastic waist are best. Modest length shorts may be worn, when notified by the principal.
2. Positive messages or small pictures allowed.
3. No super-hero characters allowed on clothing.
4. Activities may be messy, so please do not dress your child in expensive clothing or clothing that needs to be dry-cleaned.
5. Children need to wear socks and enclosed shoes each day. (Please NO sandals)
6. Children will need appropriate outerwear including snow pants, boots, hats and mittens in the winter.
7. Please label all removable clothing with your child’s name.

### **Academic Information**

#### **Remediation**

Jackson Christian Elementary is pleased to offer Reading Recovery for first grade children who are having difficulty with reading. Reading Recovery is a short-term intervention that supports classroom literacy instruction. Students, who are enrolled, receive individual lessons daily with a specially trained teacher. Reading Recovery is a research-based program that serves children internationally. Contact the elementary office for further information regarding Reading Recovery.

#### **Promotion Requirements**

Students must show adequate advancement in reading, language, math, and science in order to be promoted to the next grade. This determination will be made by the teacher and Principal, and will be final. Consultation with parents will be scheduled as soon as significant difficulties are identified.

#### **Academic Probation**

A student who fails two or more major subjects in a marking period will be placed on academic probation for the next marking period. During this time, the student may not participate in any extra-curricular activity.

Academic probation is a serious situation for the student. School time should be entirely used for study so that grades will improve to a passing level. Students who continue to fail two or more subjects at the end of the probation period may be asked to receive “special tutoring” or other help, either within or outside JCS. In some cases, students may be asked to withdraw from the school.