



## **Welcome to Wesleyan Christian School**

On behalf of the faculty and staff, we would like to welcome you to Wesleyan Christian School. Your enrollment in our school is an indication of your desire to be all that you can be for the glory of God. We are glad that you are here and want to do all that we can to help you fulfill your spiritual and educational goals. Wesleyan Christian School serves as an extension of, and a partner with, the local church and the Christian home, providing a quality Christian education that is firmly grounded in a biblical worldview. Our goal is to develop spiritually grounded young men and women with an academic foundation of excellence.

The policies in this handbook have been prayerfully considered and have resulted from consultation with parents, students and staff members. They are designed to serve students and parents by establishing guidelines and parameters for expected attitude, behavior and proper procedures.

We know you are anticipating a great school year. As you diligently engage in the learning process and joyfully participate in the extra-curricular activities that are provided, we know that you will discover all of the good things God has planned for you.

Your Co-laborer in Christ,

Pastor Mark W. Listen, Administrator



# **Parent / Student Handbook**

**2011-2012**

*“Committed to academic excellence,  
grounded in a Biblical worldview”*

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## **GENERAL INFORMATION**

### **Statement of Faith**

1. We believe the Bible to be the inspired, infallible and authoritative Word of God, fully inerrant in the original manuscript
2. We believe there is one (1) God, eternally existent in three (3) Persons: the Father, the Son and the Holy Spirit.
3. We believe in the deity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His resurrection from the dead, in His ascension to the right hand of the Father, and in His personal return in power and glory.
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and in the sanctification of the believer.
5. We believe in the resurrection of the body and the life everlasting.
6. We believe in the spiritual unity of believers in Christ.

### **Historical Perspective**

Wesleyan Christian School (WCS) was established in the fall of 1976. It was established as a service to the families and children of the Bartlesville community. This service has grown from a sincere love for children and a desire to help them “increase in wisdom and stature and in favor with God and man” (Luke 2:52). Initially, WCS was started as a Kindergarten with the later addition of the elementary grades followed by the junior high grades. In the fall of 1999, the high school was added. The enrollment has grown to 250 students in Pre-K through Twelfth Grade. Wesleyan Christian School offers an opportunity for high academic performance in a distinctly Christian atmosphere.

The school is accredited by the Association of Christian Schools International (ACSI), the North Central Association Commission on Accreditation and School Improvement (NCA-CASI) and recognized by the Oklahoma State Department of Education through the Oklahoma Private School Accreditation Commission (OPSAC).

### **Philosophy**

Philosophically, Wesleyan Christian School endeavors to educate its students in the truth that God is central to all life, and God is Supreme, “He is before all things, and in Him all things hold together...” Colossians 1:15-18. So as we teach each subject, we teach it with the truth of the Biblical worldview. God has created all things; and He is the purpose of all things. We strive to assist our students as they learn and internalize these truths, and to assist them in making the life applications of these Godly principles. We want to challenge our students to be resourceful in their use of the many provisions God has given each of them.

## **Purpose**

Wesleyan Christian School is an outreach ministry of the First Wesleyan Church of Bartlesville, Oklahoma and is established as a service to the families and children of the community. This service has grown from a sincere love for children and a desire to help them “increase in wisdom and stature and in favor with God and man” (Luke 2:32).

## **School Goals**

Four (4) main goals set for each student include:

1. Preparing each student spiritually for life after Wesleyan Christian School.
2. Nurturing students who have a personal relationship with the Lord, and sharing Christ with each child still seeking a personal walk with the Lord.
3. Encouraging each student to develop a love and a need for learning, thus enabling them the opportunity to reach their full academic potential; and
4. Preparing each student academically to successfully pursue any future educational or vocational goals they may have. These goals are specifically targeted as follows:
  1. For the spiritual and moral growth of the student, the school seeks to:
    - a. Teach the Bible as God’s inspired Word and to develop
    - b. Teach the basic truths of the Bible.
    - c. Lead each pupil to a decision of confessing Jesus Christ as Savior and Lord;
    - d. Develop a desire to know and obey the will of God as revealed in the Scripture;
    - e. Prepare the student to carry out the will of God daily;
    - f. Develop the mind of Christ toward godliness and to teach the students how to overcome sin;
    - g. Encourage the development of self-discipline and student responsibility based on respect for and submission to God and all authority figures; and
    - h. Help the student develop a Christian view of life and good Bible-study habits.
  2. For the personal and social development of the student, the school aims to:
    - a. Help the students develop their unique personality and capabilities based on a proper understanding and acceptance of themselves as a unique individual created in God’s image;
    - b. Teach the student to treat everyone with love and respect, since everyone is made in God’s image;

- c. Enable each student to be a contributing member of society, realizing a dependence on others and their dependence on him, and the need to serve others;
- d. Promote an understanding of time as a God-given commodity and each individual's responsibility for its use;
- e. Show a realistic and Biblical view of life and work, and to provide skills for effective personal relationships and future endeavors;
- f. Develop proper attitudes toward marriage and family along with the understanding and the skills needed to establish God-honoring homes;
- g. Promote physical fitness, good health habits, and the wise use of the body as the temple of God; and
- h. Impart Biblical attitudes toward material things, thereby encouraging individual responsibility in using them for God's glory.

3. Academically, the school endeavors to:

- a. Promote the highest academic standards possible within the potential of the individual as uniquely created by God, and to help the student realize his or her full academic potential;
- b. Help each student gain a thorough comprehension and command of the fundamental processes necessary to communicate effectively with the world around them. These processes include reading, writing, speaking, science, listening, and mathematics;
- c. Teach and encourage the use of good study habits;
- d. Teach the student how to do independent study in areas of personal interest;
- e. Motivate the student to pursue independent study in areas of personal interest;
- f. Develop creative and critical thinking and proper use of Biblical criteria for evaluation;
- g. Promote good citizenship through the development of understanding and appreciation for our Christian and American heritages including our responsibility in freedom, human dignity, and acceptance of authority;
- h. Discuss current affairs with the students, and relate those events to God-given responsibilities.
- i. Cultivate an appreciation of the fine arts through the development of the student's understanding and personal expression in these areas.

### **Non-Discrimination Policy**

Wesleyan Christian School admits students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally made available to a student at the school. The school does not discriminate on the basis of race, color, or national and ethnic origin in the administration of its policies, tuition assistance programs, athletic, and other school administered programs.

Wesleyan Christian School will consider the acceptance of children with special needs on a case-by-case basis. Our resources limit our ability to meet all the needs of some students. If the administration believes that we are not equipped to meet the special needs of the student, the application will not be accepted.

### **School Board of Directors**

Wesleyan Christian School is the direct responsibility of the Wesleyan Christian School Board of Directors. The board meets the second (2<sup>nd</sup>) Monday of each month to handle all matters directly related to the operation of the school. The board's actions are subject to the review and approval of the Local Board of Administration (LBA) of First Wesleyan Church of Bartlesville, Oklahoma. The School Board consists of parents, educators, business people, and interested friends of WCS who are full covenant members in good standing of the First Wesleyan Church of Bartlesville. An employee, his/her spouse, or immediate family member may not be elected as a member of the School Board. WCS board meetings are open to the public.

### **Student Accounts**

A student's attendance at WCS is considered an expression of acceptance of the financial obligations incurred.

Statements are sent out on the 1st of each month and are due upon receipt. A \$25.00 late charge is applied to accounts not paid by the 17th of the month.

All accounts must be kept current. If an account becomes thirty (30) days or more past due, the parents will be notified and the student(s) will be temporarily suspended until the account is made current.

Students will not be allowed to begin attending classes in the fall if they have an outstanding balance from the previous academic year.

Extended Care charges are posted on a weekly basis. They will appear on the monthly statement in four (4) or five (5) week increments and will not necessarily correspond to the calendar month.

## School Operating Hours

The school buildings will open each school day at 8:00 a.m. Elementary and Secondary classes will begin at 8:15 a.m.

### Daily Time Schedule (Secondary)

Monday, Tuesday, Thursday, Friday

0 Period	7:30 a.m. - 8:10 a.m.
1 <sup>st</sup> Period	8:15 a.m. – 9:05 a.m.
2 <sup>nd</sup> Period	9:10 a.m. – 10:00 a.m.
3 <sup>rd</sup> Period	10:05 a.m. – 10:55 a.m.
4 <sup>th</sup> Period	11:00 a.m. – 11:50 a.m.
Lunch Period	11:55 a.m. – 12:30 p.m.
5 <sup>th</sup> Period	12:35 p.m. – 1:25 p.m.
6 <sup>th</sup> Period	1:30 p.m. – 2:20 p.m.
7 <sup>th</sup> Period	2:25 p.m. – 3:15 p.m.

### Daily Time Schedule (Secondary)

Wednesday - Chapel Day

0 Period	7:30 a.m. - 8:10 a.m.
1 <sup>st</sup> Period	8:15 a.m. – 8:55 a.m.
2 <sup>nd</sup> Period	9:00 a.m. – 9:40 a.m.
Chapel	9:45 a.m. – 10:25 a.m.
3 <sup>rd</sup> Period	10:30 a.m. – 11:10 a.m.
4 <sup>th</sup> Period	11:15 a.m. – 11:50 a.m.
Lunch Period	11:55 a.m. – 12:30 p.m.
5 <sup>th</sup> Period	12:35 p.m. – 1:25 p.m.
6 <sup>th</sup> Period	1:30 p.m. – 2:20 p.m.
7 <sup>th</sup> Period	2:25 p.m. – 3:15 p.m.

Students in Pre-K, Kindergarten and First (1<sup>st</sup>) Grade will be dismissed at 3:00 p.m. Students in Second (2<sup>nd</sup>) Grade through Twelfth (12<sup>th</sup>) Grade will be dismissed at 3:15 p.m.

All students should exit the building by 3:45 p.m. unless they have a definite reason for staying which has been previously approved by their teacher or the administration. Those who are staying should remain with their sponsor or supervisor until dismissed. Students are not to use the classrooms or the gymnasium before or after school unless they are under direct supervision of a staff member.

### **Extended Care**

Students arriving before 8:00 a.m. need to go to the Extended Care room (usually the cafeteria) until 8:00 a.m. In the afternoon, students not picked up by 3:30 p.m. will go to Extended Care.

Elementary students who arrive early must report to extended care. The charges for extended care are \$2 per hour with a \$1 minimum. The extended care hours are from 7:15 a.m. to 8:00 a.m. and 3:00 p.m. to 5:30 p.m.

### **Chapel**

Weekly chapel services are an important part of your student's spiritual development and are required. Elementary chapels are usually held on Wednesdays in the Youth Chapel of the Family Life Center from 8:30 - 9:00 a.m. JH/HS chapels are usually held on Wednesdays in the same location from 9:45 -10:25 a.m. Parents are welcome to attend chapel.

### **Conflict Resolution**

Like any other institution where you have a large group of people, you have the potential for misunderstanding, disagreement, and even wrongdoing. Nevertheless, it is God's will that we work together in harmony; always giving a "good report" and striving for unity. When conflicts, concerns, and disagreements occur, the following principles based on Matthew 18:15-17 should be followed:

Keep the matter confidential (no gossip).

Keep the circle as small as possible (two parties).

Be straightforward (face-to-face).

Be forgiving.

The individuals should agree to share the matter with the Principal if still unresolved.

The Administrator should be brought into the process by the Principal if still unresolved.

The Administrator will explain the conflict to the WCS Board Chairman if still unresolved, who will determine if the matter should be presented to the Board or resolved by the Administrator.

### **Classroom Code of Conduct (All Grades)**

As a Christian, I will behave as much like Jesus Christ as possible. The fruit of the Spirit will be evident in my life, in and out of the classroom. Galatians 5:22-23 says, "But the fruit of the Spirit is love, joy, peace, longsuffering, gentleness, goodness, faith, meekness, temperance: against such there is no law." I will do my best to obey those that have authority over me, for this is right in the sight of God. I will, at all times, follow the Classroom Code of Conduct.

Show proper respect to teachers, staff and other students. (Romans 13:7)

Obey those in authority. (Eph. 6:1,5; Rom. 13:1)

Keep the classroom clean. (I Cor. 14:40)

Behave in ways that will not disrupt others. (John 13:35)  
Be responsible. (Matt. 25:21)

### **Expected Christian Conduct (Grades 1-5)**

Children in grades 1-6 will be expected to abide by the following Code of Conduct:

Because I love Jesus and want to be like Him, I will:

Spend time with Him in prayer and reading my Bible.	(Luke 2:52)
Spend time with others praising and worshipping God.	(Col. 3:16)
Always do my best in my work at school. (2 Tim. 2:15)	
Be kind and courteous to others and respect their property at all times. (Phil. 2:4)	
Tell the truth. (Eph. 5:19)	
Tell others about their need for Jesus. (Matt. 28:1)	
Speak words that uplift and encourage others. (Ps. 19:14)	
Obey my teacher and all others who are in authority over	me. (Col. 3:23)

### **Expected Christian Conduct (Grades 7-12)**

Wesleyan Christian School was founded to be, and is committed to being, a Christian ministry that offers a lifestyle of commitment to Jesus Christ. We recognize that He is the author and finisher of our faith and His Word is the supreme standard for all wisdom and knowledge. Those attending WCS make a personal commitment to approach the school and its programs in a positive Christian attitude and consciously seek to develop a lifestyle that will honor Jesus. This commitment will be exhibited by following the school Code of Conduct and signing a Code of Honor pledging:

To follow the will of God for my life and to exemplify Christ-like character through daily personal prayer, consistent study of the Word of God, and faithful group worship both at school and in my local church.

To faithfully give heed to the call of God on my life and develop the gifts and abilities God has given me. Students are expected to apply themselves to their studies and try to develop the full powers of their mind in Christ. Students will do their own work and refrain from cheating or inappropriately working together with other students on assignments.

To develop good social relationships with others and to seek to love others as I love myself. Lying, stealing, cursing or gossiping will not be tolerated. My language will be used to uplift my peers and the adults in my life.

To care for my body by developing sound health habits and participating in wholesome physical activities. This includes refraining from a lifestyle of sexual immorality, drunkenness and the possession, use, sale/distribution of alcohol, tobacco, illegal substances or misuse of any drugs.

To preserve my personal purity and observe biblical morality in all relationships.

To submit myself to the leadership of Wesleyan Christian School and respect those in authority. I realize that my attendance at WCS is a privilege and not a right. I will give my best and will prayerfully support the school staff and its philosophy of providing a quality education without compromising the Word of God.

### **Code of Conduct and Discipline Enforcement**

While a student's parents are ultimately responsible for his discipline and training before the Lord, it is our job at WCS to assist parents in the development of Christian character in their student. **It is with this in mind that we assert that many of the following problems need not necessarily occur on school premises, during school hours, or during the school year, for us as a school to be involved in the correction of such behavior.** Whenever one or more of our students are involved in misbehavior, both our school's testimony and the Lord's testimony are at stake. It is our desire that no student, while enrolled at WCS, participate in activities or be in environments which are clearly damaging to a Christian's testimony.

The following list represents only examples of Category 1-3 offenses. The administration reserves the right to monitor other actions/behaviors which may be deemed as ungodly or inappropriate.

#### **Category One**

The first offense in this category may result in a warning, but multiple offenses will result in disciplinary consequences.

Three tardies to any one class (per nine weeks.)

Failure to be prepared for class

Minor use of unwholesome language (not swearing)

Littering anywhere on school property

Meddling with another student's property

Failure to sign-out or sign-in of the office

Continued talking or disrupting class

Violation of student parking privileges

Bringing prohibited items to school: stereos, radios, tape players, lighters of any kind, laser pointers, MP3 players, CD players, PDA's.

Fines not paid on due date

Food, candy, gum or drink in the classrooms

Inappropriate use of cell phone (voice, text or internet)

Dress code violations

#### **Category Two**

Types of behavior represented by this category will be disciplined to a point. However, if the student's lifestyle is such that it continually produces these kinds of fruitless works, that student will not remain at WCS.

Defiant actions or disrespectful attitudes to any school  
Personnel  
Lying or planned deceit  
Cheating or contributing to cheating  
Skipping class or school  
Leaving school grounds without permission  
Fighting  
Profanity, obscene language or gestures, off color joke  
Writing or drawing obscene pictures or text  
Direct disobedience  
Damaging school property  
Public Displays of Affection  
Purposefully damaging another's property  
Use or possession of fireworks on property or buses  
Possession or viewing of off color magazines or books.  
Reckless operation of a motor vehicle on or near school property – student may also lose driving privileges  
Bringing “look alike” guns or paint ball guns to school

### **Category Three**

Participation in any of the following activities will be subject to immediate suspension.

Severe disrespect toward any school personnel  
Stealing  
Malicious vandalism  
Possession or use of a weapon at school  
Sexual immorality (premarital sex, perverse sexual behavior, etc.)  
Drinking or possession of alcoholic beverages\*  
Smoking or possession of tobacco\*  
Use, sale or possession of illegal drugs\*  
Pushing or harming any staff member  
Pranks involving personal property of staff  
Arson or false alarm  
Actions requiring outside law enforcement or civil charges  
Bullying behavior as defined in this handbook  
Sexual harassment, as defined in this handbook\*\*

\*A student shall not possess, use, transmit, conceal or be under the influence of tobacco, narcotics, alcoholic beverages, drugs, or other “mood modifying” substances, other than prescribed medicines. A student shall not make, sell or possess counterfeit drugs and related tools.

\*\*A student shall not use words, pictures, objects, gestures, or other actions relating to sexual activity or a person's gender that have the effect of causing embarrassment, discomfort, or reluctance to participate in school activities. Such actions are considered sexual harassment.

### **Discipline Enforcement**

The administration reserves the right to administer any of the following consequences for violations of the WCS Code of Conduct:

- Detention
- Work Detail
- “Natural Consequences”
- In-School Suspension
- Out-of-school Suspension
- Expulsion

“Natural Consequences” are defined as those consequences that are natural/logical as they pertain to the violation committed. Examples: vandalism – cleaning up, paying fine; skipping school – loss of leaving campus privileges, etc.

### **Non-Violence Policy**

WCS has a no tolerance policy involving threats or perceived threats of violence by students. Parents should understand that the school’s first responsibility is the protection of all of its students. The school takes this responsibility seriously. Because of the nature of this threat, all students and parents are advised that lockers, cars, backpacks and all items brought onto campus are subject to search.

### **Guns, Knives and Weapons**

It is the policy of this school to comply fully with the GunFree Schools Act.

Any student in this school using or possessing a firearm at school, any school sponsored event, in or upon any school property including school transportation or school-sponsored transportation will be removed from school for a period to be determined by the administrative team and may be for a period of up to one (1) full calendar year.

Firearms are defined in Title 18 of the United States Code, Section 921, as

any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;  
the frame or receiver of any such weapon;  
any firearm muffler or silencer; or  
any destructive device including any explosive, incendiary, poison gas, bomb, grenade, or rocket having a propellant charge of more than four (4) ounces, a missile having an explosive or incendiary charge of more than one-quarter ( $\frac{1}{4}$ ) ounce, mine, or any device similar to the above.

Any such firearm or weapon will be confiscated and released only to the legal authorities.

Oklahoma Statutes, Title 21, section, 1280.1 prohibits any person, except a peace officer or other person authorized by the board of education of the district, to have in such person's possession on any public or private school property or while in any school bus or vehicle used by any school for transportation of students or teachers any weapons defined below:

“...Any pistol, revolver, dagger, Bowie knife, dirk knife, switchblade knife, spring-type knife, sword cane, knife having a blade which opens automatically by hand pressure applied to a button, spring, other device in the handle of the knife, blackjack, loaded cane, billy, hand chain, metal knuckles, or any other offensive weapon.”

### **Threats**

Students are not allowed to talk about committing an act of violence, threaten to commit an act of violence, or joke about committing an act of violence toward anyone at WCS. Students are not allowed to possess any instructions on how to commit an act of violence. If the administration determines that a threat of violence is credible and specific, the student will be immediately suspended. Readmission will be considered after an administrative review of each individual situation. In those circumstances where the administration determines that the threat is not likely or credible, the school will suspend the student pending a parent meeting (including cases where the student was “just joking.”) The school may require students in this circumstance to obtain counseling from a Christian counselor or other professional until such time as the counselor advises that the student does not represent a threat of danger.

### **Anti-Bullying Policy**

Everyone at WCS is committed to making our school a safe and caring place for all students and employees. We will treat each other with respect, and we will refuse to tolerate bullying in any form. Examples of bullying include, but are not limited to:

- Malicious intent to cause physical or emotional harm
- Ganging up on someone
- Teasing, humiliating or intimidating actions/language
- Insulting someone's race, family status, culture, gender, size or appearance

Students found to be bullying others will be subject to immediate suspension and/or expulsion. Students at WCS will be taught the following:

Refuse to bully others

Refuse to let others be bullied

Refuse to join in when another is bullied

Report bullying to an adult.

Bullying is a behavior that is clearly not consistent with the biblical philosophy of WCS.

Parents who suspect bullying may be taking place should report it to the principal or school administrator.

## **Anti-Harassment Policy**

It is the policy of the WCS Board to maintain an educational environment which free from all forms of unlawful harassment, including sexual harassment. Such behavior is inconsistent with the Christian tenets and biblical philosophy of WCS. This policy applies to unlawful and immoral conduct occurring at any time, on or off school property. Students are encouraged to promptly report incidents of harassing conduct to a supervisor, teacher, or administrator, so that the administration may address the conduct before it becomes severe, pervasive or persistent.

The administration will take immediate steps to impose disciplinary action, which may include dismissal, on any student engaging in the following prohibited acts:

Retaliating against a person who has reported alleged harassment, or has participated as a witness.

Reporting a malicious or knowingly false account or complaint of harassment.

Purposefully delaying the investigation of allegations of harassment.

## **Sexual Harassment Defined**

Sexual harassment between students is defined as “any unwelcome sexual conduct by any other student that is severe, persistent, or pervasive enough to limit a student’s ability to participate in or benefit from an educational program or activity, or that creates a hostile or abusive educational environment.” This conduct can be nonverbal, verbal, or physical, and the behavior in question does not necessarily have to be aimed at the student who is complaining of harassment.

Prohibited acts that constitute sexual harassment may make a variety of forms. The administration will determine if the offense constitutes sexual harassment. Sexual harassment does not include legitimate non-sexual touching or conduct, and simple horseplay, childish vulgarities, adolescent flirting or other simple childish behavior. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

Sexual advances including propositions, invitations, flirtations, or obscene gestures.

Physical assault or unwelcome physical contact

Using words, pictures, objects, or other actions relating to sexual activity or a person’s gender that cause embarrassment and discomfort to another.

Students who feel they have been unlawfully harassed should file a formal written complaint with an administrator or counselor. All complaints should be in writing and signed by the complainant. Once the formal complaint process is begun, the investigation will be completed within 30 calendar days of the complaint being received, unless a greater amount of time is deemed necessary due to extenuating circumstances. A written report will be prepared by the administration, summarizing the evidence gathered and providing recommendations, and presented to the school board at the conclusion of the investigation. The school board and administration will determine if the offense warrants immediate dismissal. If the complainant or student accused of harassing conduct is dissatisfied with the decision, an appeal may be made to

the administrator who will review it with the board.

### **Policy For Student Use of Technology**

Wesleyan Christian School is pleased to provide students access to an interconnected computer system within the school and to the Internet. The school provides access to its computer network and the Internet for educational purposes only. The school reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice any and all student usage of the computer network and Internet access, as well as all information transmitted or received in connection with such usage.

### **Netiquette**

All users must abide by rules of network etiquette, which include:

Be polite

Be safe (Do not reveal personal information such as your home address and telephone number.)

Uses that are considered unacceptable and constitute a violation of school policy include:

Uses that violate the law or encourage others to violate the law.

Transmission of offensive or harassing messages

Uses that cause harm to others or damage to their property

Uses that jeopardize the security of student access and of the computer network or other networks on the Internet. (For example, do not share your password with others.)

Accessing controversial or offensive materials.

Commercial transactions. (Students may not sell or buy anything over the Internet.)

Consistent with the philosophies of this school, we expect our students to maintain proper Christian conduct when using the Internet off campus. Any WCS student who uses the Internet to harass, tease or spread harmful or illegal statements or materials about other students, staff, parents, or others, or uses the Internet to bring disrepute upon the school, its students, parents, faculty or administration, will be subject to disciplinary action which may include suspension from computer classes, computer access, or from school. We ask parents to closely monitor the Internet sites their children are visiting. Students posting sexually explicit or provocative materials will be subject to the same consequences.

### **Cell Phones and Electronic Devices**

Cell phones may be carried by students but the following policies apply:

They may be used before or after school.

Cell phone use (calls or text messaging) will not be permitted in class or used during the periods between classes. They should be neither seen nor heard.

If a phone is confiscated, or if a student borrows a phone from someone else and it is confiscated, both students will be disciplined.

1<sup>st</sup> offense: \$10.00 fine to reclaim the phone

2<sup>nd</sup> offense: \$25.00 fine to reclaim the phone

3<sup>rd</sup> offense: \$50.00 fine and a one day suspension, and a parent conference. The parent will be

required to come to the school to secure the phone at the end of the day.

Students are not allowed to text message other students during class. Any WCS student who uses cell phone text messaging to harass, tease, or spread harmful or illegal statements or materials about other students, staff, parents, or uses text messaging to cheat, will be subject to disciplinary action which may include being prohibited from bringing a cell phone on campus or suspension from school. The same standards that apply to Internet usage apply to cell phones and other electronic devices.

If a cell phone is confiscated, WCS reserves the right to access any and all information on it. Students are subject to disciplinary actions, suspension or expulsion, depending on the nature of material found.

### **Reason for Wesleyan Christian School's Dress Code**

It is no surprise that our culture is becoming increasingly secular and that the views expressed through the media, such as TV, videos, movies, magazines, and the Internet, continue to exert steady pressure on Christian young people to conform to a worldly standard. This standard is one of immodesty and sexual explicitness. Our calling at WCS is not to be conformed to this worldly standard, but rather establish a traditional, conservative standard for dress which is neat and modest and to hold students accountable to this standard.

The Bible tells us that man looks at our outward appearance, but God look's at our hearts (I Samuel 16:7). How we are viewed by God is the most important thing. However, man does look at our outward appearance. Even as we have an obligation to see that our hearts are clean and pleasing to God, we also have an obligation to see that our appearance is clean and pleasing to man. There is a close relationship between performance and appearance. It is our belief that students will achieve and develop their potential in proportion to how they view themselves.

We also know that following the dress code is a measure of the attitude of the heart and submission to authority. In working with students over the years, we have found that students who continually challenge the dress code also have other behavior and attitude challenges. Furthermore, we have found that as we confront students with the things in their life that are visually discerned and we can do something about, the Holy Spirit will continue to work on those things that are unseen or unknown to parents, teachers and administrators.

In accordance with this underlying belief, we at WCS expect the students to observe the guidelines presented for young men and women. It is the school's belief that parents will accept their responsibility to give their students' guidance, and students will show their respect for the school by living within the guidelines expressed below.

### **Student Dress Code**

Students and parents should recognize it is their obligation to select clothing that is appropriate for an academic and Christian atmosphere. The way a student dresses affects the student's thinking, behavior, and peers. Each student is expected to dress in a manner that is neat, clean

and modest.

**General Dress Code guidelines are as follows:**

Shorts may only be worn before Fall Break and after Spring Break. Spaghetti straps, tube tops, tank tops, bare midriff tops, halter, see-through clothing, or any similar attire are inappropriate for school wear and will not be permitted.

Hemlines of skirts and shorts must be no higher than 4” above the knee when standing. Clothing displaying suggestive or disruptive lettering and/or symbols, secular music groups, alcohol or tobacco products will not be permitted.

Hair is to be clean, neatly trimmed and out of the eyes. Hairstyles must be moderate, not extreme. A few examples of extreme styles would be: hair dyed unnatural or multiple colors (girls): mohawks or ponytails (boys). Facial hair for young men must be kept short and neatly trimmed. No hats will be allowed in the building. Trousers must be worn around the waist and not be dragging the floor. Students will not wear clothing that has large tears, holes, rips, or is frayed. No body piercing other than girls’ ears will be allowed; tattoos must be covered. Special dress for activities will be regulated by the instructor with the approval of the administration.

**The administration and teachers of WCS will maintain and enforce the dress code from the time a student arrives on campus until the student is off campus.**

**Note on school activities** – Students who attend WCS activities are expected to wear clothing that reflects the traditional modesty standards that WCS supports. We ask parents to monitor students dress before they leave to attend WCS activities.

**Consequences for Dress Code Violations**

Failing to come to school in the proper dress code will result in either a student being sent home to change or requiring parents to bring in the proper dress items. The student will be kept out of class until proper dress can be obtained. The consequences for not being in dress code after a first warning will be after school detention and/or work related tasks. On the third dress code violation a student will be given a one day out of school suspension.

***Chapel Dress***

Worship is first and foremost a matter of the heart, not external appearances. In our current culture, there is a wide variety of practice regarding appropriate attire for worship. These may vary from traditional dress up (suit and tie for men, dresses for women) to quite casual. It is our desire to partner with our families to reinforce their values. Accordingly, what constitutes acceptable chapel dress is a decision that is left in the hands of the parents. As always, the general guidelines are to be neat, clean and modest.

### **Leaving School**

Students leaving school during the school day for any reason must have their parent or guardian physically check them out through the elementary or secondary school office. Students should check-in at the respective office if they return before school is out. **Due to safety and security concerns, no one is allowed to pick up a student other than those designated on the emergency contact form.**

### **Change of Information**

Please notify the school office immediately of any changes concerning your child, including address, phone numbers, etc.

### **School Phone Use**

The school telephone is to be used in case of emergency only. Permission must be obtained from the classroom teacher and the secretaries or administration before the students may use the office phone. Students will not be called out of class to accept phone calls. We will deliver a message or telephone number to the student at such a time as will not disrupt class activities. Since the students are limited in their phone usage, please be sure to make after school plans before the school day begins. Cell phone use during school hours is prohibited.

### **Personal Possessions**

Pagers, audio devices and its associated paraphernalia - games, inappropriate magazines, books, etc., and other personal possessions are not to be brought to school without prior principal approval. Upon the first violation of this rule, **school personnel may confiscate the item.**

Items confiscated will remain in the teacher's possession until the end of the school day or until such time as the parent comes to reclaim the item. Continued violations may result in the student's suspension from school.

The above mentioned items constitute classroom distractions which interfere with the educational process thereby making them inappropriate for the school environment. The school is not responsible for the loss or theft of any item listed above.

### **Student Money**

Students should not have in their possession an excessive amount of cash each school day. The school is not responsible for cash that is lost or stolen.

### **Lost and Found**

Students should immediately turn items found into the office. Lost and found items will be

placed in the office or on a table outside the office. Students should look there for lost articles.

Lost articles that are not claimed within a reasonable time will be discarded. The school will not accept responsibility for articles placed in the lost and found area. Each year there is a great number of clothing articles left at school. We encourage parents to sew or write their children's names into coats, gym shoes, hats, etc. for easy identification

### **Withdrawal from School**

An official withdrawal form must be completed when a student leaves the school at any time other than the normal end of a school year. Before student records are released, all charges must be paid in full and books must be returned. **A two (2) week notice is required when withdrawing a student.** You will continue to be billed for two (2) weeks from the date the official notice is received. Withdrawal forms are available in the school office.

### **Leaving Class**

There should be little need for a student to leave the classroom during instruction time. Students should plan to get water, go to the restroom, go to their lockers, or tend to any other matters during the passing time between classes. Should a teacher deem it necessary to excuse a student from the classroom, the student will be provided a note/hall pass. Students going to the office must have a note from their teacher.

### **Fund Raising Activities**

All fund raising activities must be approved by the administrator and coordinated with the Director of Development. Generally, only school-sponsored fund-raising activities will be approved.

## **II. ACADEMICS**

### **Academics**

Instruction at Wesleyan Christian School focuses on blending academics with biblical principles in all subject areas, emphasizing that God is the center of a Christian's life. Language structure, mathematical concepts and precision, scientific reasoning, and historical truths are taught to students in a way that reveals God as the Creator and Controller of mankind's existence. We teach the importance of using and maintaining the talents and gifts God has given to each of His children. Textbooks and other materials are carefully selected to ensure the integration of spiritual truth in the instructional process. Regardless of textbooks selected all classes will be taught from a biblical worldview.

**College Prep/Work Study Graduation Requirements:**

Bible	4 credits
English	4 credits
Math	3 credits
Lab Science	3 credits
History	3 credits
Fine Arts	2 credit
<u>Electives</u>	<u>4 credits</u>
Total	23 credits

**Oklahoma's Promise**  
**(Oklahoma Higher Learning Access Program)**

Subject to the availability of funds, Oklahoma's Promise will help pay the college tuition for students. To enroll in the program, students must be (1) an Oklahoma resident; (2) enrolled in the 8<sup>th</sup>, 9<sup>th</sup>, or 10<sup>th</sup> grade in an Oklahoma high school; (3) the child of parents, custodians, or guardians who earn less than \$50,000 per year; and (4) must meet additional requirements as defined by the Oklahoma State Regents for Higher Education. Curricular requirements are as follows:

English	4 credits
Math	3 credits
Lab Science	3 credits
History/Citizenship	3 credits
Foreign Language <u>or</u> Computer Technology	2 credits
Addition Credit of Subjects Listed Above	1 credit
<u>Fine Arts or Speech</u>	<u>1 credit</u>
Total	17 credits

Note: The 17 credits are included among the total of 23 credits required for graduation according to state laws and regulations.

For more information, detailed requirements and additional scholarship opportunities, contact the Oklahoma State Regents for Higher Education at (800) 858-1840, or go to the Oklahoma's Promise Web site at [www.okpromise.org](http://www.okpromise.org).

### **Guidance Counseling**

The guidance program at Wesleyan Christian School recognizes that parents should be the primary counselors in the lives of their children. WCS counselors, administration and teachers will work closely with the parents in several areas of guidance. The program will seek to develop consultations between the school, parents and students in the following areas:

1. Academic counseling, which will include problems in scheduling, determining proper levels of performance, identifying and treating learning problems and promotion concerns.
2. College preparatory counseling involving aiding students with course selection to meet college entrance requirements, providing information about colleges, appropriate entrance testing, and the college application process.
3. Career counseling including listening to the interests of the students and helping provide information to assist them in finding answers to their questions.
4. General counseling to help meet the spiritual, behavioral, emotional and social needs of the student.

### **Concurrent Enrollment**

WCS junior and senior class students who qualify academically are encouraged to participate in concurrent enrollment at area colleges and universities. Minimum ACT scores and GPA's are required.

### **The Discovery Program**

The Discovery Program enables students with certain diagnosed learning disabilities to reach their full potential. Our therapist is certified with the National Institute of Learning Disabilities (NILD) and will assist parents with thorough testing and evaluation for admittance to the program. There is an additional charge for this service. The Discovery therapist may be contacted for more information about the program.

### **Grade Reports**

Elementary report cards will be issued for each nine-week period. These will be handed out to each student. There will be no progress reports.

JH/HS Report cards will be issued for each nine-week period. Each parent will receive the report card as an e-mail via RenWeb.

### Grading Scale

The grading scale for all classes will be as follows:

90-100	A	4.00
80-89	B	3.00
70-79	C	2.00
60-69	D	1.00
Below 60	F	0.00

I=Incomplete  
S=Satisfactory  
U=Unsatisfactory

### Add/Drop Policy

Junior High and High School students will be allowed to change class schedules during the first five class days of each semester. **Students wishing to drop a class should report to the teacher of the class being dropped.** The student will be given an Add/ Drop Form which must be signed by the parent, school counselor and principal/administrator before being turned in to the main school office.

### Honor Roll

Students in third (3<sup>rd</sup>) Grade and above earning honors will be recognized after each semester. To be eligible for the honor roll, a student must earn the following grades for the semester.

High Honors: Students with all A's  
Honors: All A's and B's

High School seniors with a 4.0 grade point average (GPA) or higher will be recognized as class Valedictorians and seniors with a GPA of 3.95 - 3.99 will be the Salutatorians. The GPA will be calculated at the completion of the fall semester of the Senior year. To be recognized as a Valedictorian or Salutatorian, the student must have attended WCS all of their Junior year and must be a full time student their Senior year.

## **Eligibility**

Students who participate in extra-curricular activities will be subject to the following rules of eligibility. This will include all events outside the school day; including but not limited to: cheerleading, athletics, band, drama, chorus, etc. Eligibility will be checked for all students in seventh (7<sup>th</sup>) through twelfth (12<sup>th</sup>) grade on a weekly basis, beginning the third (3<sup>rd</sup>) week of each semester. Deficiency slips will be e-mailed home for students with D's and/or F's.

## **Student Eligibility During a Semester**

Scholastic eligibility for students participating in extra-curricular activities will be checked on Fridays beginning the third (3<sup>rd</sup>) week of each semester and each succeeding week thereafter. A student receiving an F in any subject or more than two (2) D's in the enrolled subject areas will be placed on probation for the following week.

If a student is still failing one (1) or more classes at the end of his/her probationary week, they will be ineligible for the period beginning on Monday and ending on Sunday of the week following the probationary week. They will remain ineligible until they regain passing grades (no F's and less than three D's.)

Assignments that are not turned in will be entered as zero percentage (0%) points. Incomplete assignments will be counted as F's.

Students on probation may continue to practice and participate in events.

Students that are ineligible may not participate in events, but may continue to practice.

## **Semester Grades**

If a student does not meet the minimum scholastic standard, they will not be eligible to participate in extra curricular activities during the first six (6) weeks of the next semester. A student who does not meet the minimum scholastic standard may regain eligibility by achieving passing grades in all subject areas in which they are enrolled at the end of a six (6) week period.

The minimum scholastic standard a student must maintain requires a passing grade in five (5) subjects mandated for graduation in which the student was enrolled during the previous semester which was attended fifteen (15) or more days. (This requirement is five (5) credits for the seventh (7<sup>th</sup>) and eighth (8<sup>th</sup>) grade students.)

## **Field Trips**

Field trips are an important part of the learning process. Notices will be sent home at least one week in advance of any planned field trip. Parents who are able and interested will be called on to help chaperone and transport students on field trips.

### **Achievement Tests**

The Terra Nova 3 Achievement Test will be administered annually in the spring to students in second (2<sup>nd</sup>) through ninth (9<sup>th</sup>) grade. Students in eighth (8<sup>th</sup>) grade will also take the Explore tests and students in tenth (10<sup>th</sup>) grade will take the Plan test. All high school students are encouraged to participate in the PSAT, ACT, and SAT tests.

### **Physical Education**

Students are expected to actively participate in the school's physical education (P.E.) program. Students must present a physician's note to be excused from activity for more than five (5) days per month. The amount of time the student is to be excused should be stated on the slip.

Parents may send a note to excuse the child from P.E. one (1) day after a student has been absent from school due to illness.

Dress code will be established by the P.E. instructor for each activity but will conform to our traditional guidelines for modesty. Students are required to wear clean, non-marking athletic shoes while on the gym floor.

## **III. ATTENDANCE**

### **Maximum Absences**

A student may not be absent more than ten (10) days per semester in order to receive credit for that semester. Students with a serious illness/injury may request an exemption to this policy by:

- (1) making a written request to the WCS administrator, and
- (2) providing proper medical documentation.

### **Elementary Absences**

The elementary school day is divided into two sessions:

Morning	8:15 a.m. - 11:00 a.m., and
Afternoon	12:00 p.m. - 3:15 p.m.

When a student misses more than one (1) hour during a session, it is recorded as a one-half (½) day absence.

### **Junior High/High School Absences**

Absences are recorded per class period at the JH/HS level.

### **Excused Absences**

For an absence to be excused, a parent is required to notify the school office stating one (1) of the following reasons for the student's absence:

1. student illness,
2. illness or death in the family,
3. doctor/dentist appointment.

Other types of absences may be approved by the administration based on the information received from the parent concerning the nature of the absence. Parents must fill out an absence request form **one (1) week** in advance and should list the reason for the absence. A parent calling the school office does not automatically constitute an excused absence.

### **Activity Absences**

Missing class due to participation in an official school activity is not considered an absence. Students are allowed ten (10) activity absences per semester.

### **Unexcused Absences**

Absences for reasons such as shopping, hair appointments, recreation, personal errands, etc. are unexcused. Students will be expected to make up any work missed. Other consequences will be determined on an individual basis.

Long-term suspensions (five [5] or more days) will be dealt with individually. Students receiving in-school suspension are not considered absent.

### **Make-Up Work**

Students with excused absences will be permitted the number of days absent plus one (1) to make-up work.

**EXAMPLE:** A student absent on Monday and Tuesday would have Wednesday, Thursday, and Friday to make-up work missed. The work would be due at the start of class on Monday.

### **Tardiness**

Students who are late to any class are tardy. Tardiness is considered serious, and if five (5) or more are received during a nine (9) week period for any class, after school detention will be scheduled and the student will receive an un-excused absence for that class. Elementary students will receive a one-half (1/2) day absence. Each tardy after five (5) will result in

detention and will also be counted as an absence for that class. Tardiness does not affect perfect attendance unless five (5) or more are received during a nine (9) week period.

We feel tardiness is harmful for many reasons:

1. It is poor training.
2. It starts the student's day with an embarrassing situation.
3. The student misses the beginning of the day; and,
4. It distracts the class.

### **Late Arrivals**

The term "Late Arrival" is used when a JH/HS student is more than ten (10) minutes late to school or to any class period. The student must check-in at the office and the parent must verify the student's excuse. Late arrivals are recorded as an absence.

### **Early Dismissals**

Students will be granted an early dismissal for emergencies and for medical/dental appointments when appointments cannot be scheduled outside of school hours. Requests for early dismissal should be made to the child's teacher or the office verbally or in written form.

To pick up a student leaving early, the parent should sign the student out in the school office. Students who have their own transportation must report to the office before leaving.

If time permits, students who are excused for medical or dental appointments are expected to return to school, and are to check in at the office immediately upon their return to school.

Students *may not* be dismissed from school to run personal errands.

### **Perfect Attendance**

Students will be recognized for perfect attendance based on the above attendance guidelines.

### **Exceptions**

Exceptions to the above referenced attendance policies may be given based on the nature of the extenuating circumstances. Special situations will be handled by the WCS Administration.

## ***IV. TRANSPORTATION***

### **Bus/Van Rules**

1. All students must wear seat belts while riding in a van or private vehicle.
2. Students/Parents will be required to pay for any damage to the bus/van or other property resulting from misbehavior.
3. Students are to be orderly and respectful in any vehicle in which they are transported to and from school activities.
4. Failure to abide by these rules may result in the student not being allowed to attend off campus activities.

### **High School Driving and Parking**

Students who drive to school are to observe safe driving practices. A 10 mph speed limit is to be observed on the property. Students driving to school are required to park their vehicles on the third parking level. Students are not allowed to return to their cars during the school day. The WCS Campus is closed and students should not be in or around the vehicles. The only exceptions are for those Seniors with off-campus lunch privileges, students enrolled in Tri-County Tech, and students attending classes at local colleges and universities.

### **Driving Pattern**

Please drive carefully and slowly when entering school property. Exercise caution when approaching loading areas and walkways. **Do not get out of your vehicle in the loading zone in front of the Christian Education Center (CEC) during loading times.** Please do not pull up in front of the High School to drop your JH/HS children off. It is a traffic hazard due to cars going around the parked cars and increases the chances for an accident. PLEASE pull into one of the parking lots and let the students out and have them walk across the crosswalk.

Parents need to pull up to porch.

If your child is not on the porch at the moment, pull around and get in line again.

The loading zone in front of the school is NOT a place to wait for your child.

This is to be a continuous moving line with the key phrase being “**Stop, Load and Move.**”

The lane closest to the school building is the only loading lane. The outside lane is open if you want to pull through and park North of the loading zone. Please DO NOT tell your child to come out to the outside lane to get in your car as it is unsafe for everyone concerned.

## **V. HOT LUNCH PROGRAM**

### **Prices**

The price for lunch is \$3.25 per day. One milk is included in the hot meal price. Additional milk may be purchased for \$.45. Snack items will be offered for \$ .55- \$1.25 per item.

Lunches must be paid for in advance. Payment can be made by check, cash or credit card at the school office. There will be a rotating menu that is posted on RenWeb and displayed in each classroom and the school office. Free / Reduced lunches are available for those who qualify. For more information contact the school office.

WCS maintains a closed campus during the lunch period. Community students who wish to visit the campus during this time must be accompanied by a parent or guardian.

High school seniors will have the privilege of eating lunch off campus on Fridays if they choose. They will need to complete a parental permission form and sign in and out of the high school office when leaving or returning to the campus. Only seniors are allowed off campus for the lunch privilege. If the privilege is abused it may be suspended.

## **VI. HEALTH AND SAFETY**

### **Fire/Tornado/Lockdown Drills**

Fire Drills are held on a regular basis. When the alarm (continuous ringing of the bell) sounds, teachers assist their students in evacuating the building along a predetermined route which is posted in all rooms. Administrative staff checks all of the rooms to make certain that all persons have left the buildings. An announcement will be made by the administrator when to return to the buildings. It is necessary that all students be present and accounted for.

During a tornado drill, students are to proceed to the location assigned for their grade or room. Again, evacuation charts are posted in each classroom. Teachers will familiarize students with the proper exit route.

During a lockdown drill, an announcement will be made to each classroom using a designated phrase to indicate we are proceeding with a lockdown drill. Students will remain in their classrooms with the doors closed and locked with the window covered. Students will remain quiet and away from the doors. An announcement will be made to signal the “all clear.”

### **Volunteers**

Parents, grandparents, and friends can volunteer their services by copying, laminating, reading, library assistance, recess duty, making teaching materials, grading and otherwise being of assistance to the teachers. In addition to being a welcome expression of support and help, it is a means for the parents to become involved in the school. Volunteers need to check in at the school office before they begin.

### **Visitors**

We welcome parents to visit the school and ask that they report to the office upon arrival at school. Authorized visitors are issued a visitor’s badge to be worn during his or her stay at school. Any unauthorized visitors will be asked to leave the building.

Visitation to the campus will be limited during the first week of school, during the semester testing, or during achievement tests.

### Accident Insurance

Wesleyan Christian School carries supplemental coverage on its students. This policy will cover only those items not covered by the family's insurance. Accident reports will be made and kept on file in the school office.

### Snow/Inclement Weather

Should it become necessary to close school because of weather or some other emergency, the first line of communication will be the Parent Alert system incorporated into our school Renweb software. It is essential that your contact information be kept up to date since the system will contact you by the means you have selected. This may be phone, cell phone, pager, text message, voice mail or a combination of all of these. Local radio and television stations will also be notified. Those stations are as follows:

KWON 1400 AM, KYFM 100.1 FM, KRIG 104.9 FM, KTUL-TV Channel 8, KJRH-TV Channel 2, KOTV-TV Channel 6, FOX 23-TV

### Communicable Disease/Illness

Students must be kept home from school if they have any of the following:

- Any communicable disease
- **Fever of 100° F or above at any time during the previous 24 hours. Student must be free of fever without the use of medication for 24 hrs.**
- Sore throat/strep throat/tonsillitis
- Contagious skin rash
- Pink eye/inflammation of the eyes or eyelids must be treated for 24 hours with drops or have a Doctor's release.
- **Nausea/vomiting. Student must be nausea/vomit free for 24 hours before returning to school.**
- Head lice or nits

Parents are urged to contact the school should they discover a communicable disease so we may stop the spread of these conditions. Public law # 1150 section 1210.194 states that any child afflicted with a contagious disease or head lice will be prohibited from attending school until he/she is free from the disease or head lice. Any child prohibited from attending school because of head lice may not re-enter school without a certificate from a health professional stating that the child is free of lice and all live nits (eggs) have been removed. Periodic screening is done when a student is discovered to have head lice. **Random lice checks are performed throughout the year.**

## **Medication At School**

In accordance with Oklahoma State Law, a school nurse or other designated school employee may administer a prescription or non-prescription medication to a student during the school day. At WCS, the secretaries and administrators will administer medications.

Every effort should be made to give medicines at home. If, however, your physician does order medicine to be taken during the regular school hours, please comply with the following instructions:

- A prescription medication must be in its original container. Your pharmacist can make an extra prescription bottle/container to use for school purpose if needed. Request it at the time you obtain your prescription.
- No medication will be given unless it is in its proper container.
- Do not send medication in an envelope, wrapped in foil or tissue, in a zip lock bag, miscellaneous bottle, or any other improper container.
- Medication will not be given for more than one (1) week without written authorization from a physician.
- All medications must be brought to the office by the student's parent/guardian. The secretary and parent will then count the medication and record the amount on a sign in medication record.
- Send only enough medication to be given at school. Keep any excess medication at home.
- The container will be returned when empty.
- The initial dosage of a medication will not be given at school.
- Student medication should be picked up by the parent after its use is discontinued.
- All medications will be destroyed one (1) week after the last day of school.

**The school does not provide cough drops, cough medicine, antacids or pain relief products for students.**

Thank you for your cooperation in this matter. These procedures regarding medication at school are for the protection of your child and all students at Wesleyan Christian School.

## **Playground Rules**

Students must obey all teachers and supervisors at all times, using respect and courtesy.

Students are not allowed to throw rocks, sticks, or any object, which may result in physical harm to another student or teacher.

Students must stay within the designated boundaries and must keep a teacher or supervisor in view.

The modular buildings are off limits to all elementary students. Students may not play on, around, under, or in buildings unless specifically asked to do so by a teacher or supervisor.

Students are to use restrooms in their own buildings only after receiving permission from their teacher or supervisor.

Students must obtain permission before retrieving equipment from outside the boundaries of the normal play area.

Students must play away from areas immediately around the school building, except for the area designated for basketball/foursquare. Balls are not to be thrown toward the school building.

Students must stay away from all parked and moving cars.

No grabbing others by the clothing at any time.

### **Playground slides**

Students must proceed down the slides in the following manner:

- a. in a sitting position
- b. feet first
- c. one at a time, and
- d. with no cutting, pushing, or shoving in line.

### **Playground temperature**

Students will go outside for recess unless the heat index is over 100 degrees or the temperature/wind chill is below 32 degrees. Temperature and wind-chill are determined shortly before each recess time. Students may have indoor recess when the playground is too wet.

### **Jump ropes**

Jump ropes are for jumping only!

Serious infraction of the rules of behavior will be documented, and a copy given to the teacher or administrator for disciplinary action.

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## ***Parent Pledge***

The link between Wesleyan Christian School and the parents of WCS students is perhaps the most important element in the total educational experience. Therefore, please read the following Parent Pledge and indicate your agreement by affixing the name of the parents/guardians and the date.

**I pledge to:**

I have read and am in agreement with the school's Statement of Faith.\*

Maintain a lifestyle that reflects the "Expected Christian Conduct"\* and affirm these values in my home.

I accept the Christian faith-based course of instruction at WCS.

Meet all of my financial obligations to Wesleyan Christian School, including financial obligations that remain after my child graduates or is withdrawn from WCS. In the event that my student is withdrawn, I will complete the withdrawal procedures as outlined in the student handbook.

Support the members of Wesleyan Christian School faculty, staff, administration, and School Board. This includes showing proper respect to all school personnel. I agree to abide by all decisions of the school administrator.

Learn all of the policies and procedures pertaining to student life and parental responsibilities. I further understand that any violation of these policies and procedures will result in an appropriate action by proper school personnel.

Support all school programs by giving permission for my child to take part in school-sponsored activities, including sports and field trips away from school premises. I absolve the school from any liability to me or my child because of injury at school or during any school activity.

Understand that students in grade 7-12 will participate in a Biblically-based abstinence program during Bible class. I give permission for my child to participate. Materials will be available for review by appointment with the secondary principal.

Resolve conflicts by applying the Biblical principles and procedures in accordance with the teaching of Matthew 18.

Give permission to Wesleyan Christian School to use photographs of my students in the yearbook, school publications, web site, and news releases. I waive all rights to preview these photos and will not expect or request any sort of financial remuneration.

That if I am no longer in a position to honor one or more of the above pledge commitments, the only solution may be for the educational partnership to be terminated. In accordance with the teachings of God's Word, I pledge that the termination of the relationship will be handled in a manner pleasing to our Lord and Savior, Jesus Christ.

Both parents'/guardians' signatures are required:

\_\_\_\_\_  
Father/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mother/Guardian Signature

\_\_\_\_\_  
Date

*\*Located on the last page of the application.*

## Wesleyan Christian School Student Code of Honor Pledge

Grades 7 – 12

In signing the Code of Honor, I fully recognize that Wesleyan Christian School was founded to be and is committed to being a Christian religious ministry and that it offers a lifestyle of commitment to Jesus Christ. I recognize that Jesus is the author and finisher of my faith and His Word is the supreme standard for all wisdom and knowledge. It is therefore my personal commitment to approach the school and its programs in a positive Christian attitude and consciously seek to develop a lifestyle that will honor Jesus.

I PLEDGE to follow the will of God for my life and to exemplify Christ-like character through daily personal prayer with consistent study of the Word of God and through faithful group worship both at school and at church. *1 John 2:5/6 – But those who obey God’s word really do love him. That is the way to know whether or not we live in him. Those who say they live in God should live their lives as Christ did.*

I PLEDGE to develop my body with sound health habits by participating in wholesome physical activities.

I PLEDGE to faithfully give heed to the call of God on my life and develop the gifts and abilities God has given me. I will apply myself to my studies and try to develop the full powers of my mind in Christ. I will not cheat; I will do my own work and will not inappropriately work together with other students on assignments. *Luke 2:52 – So Jesus grew both in height and in wisdom, and he was loved by God and by all who knew him. Proverbs 15:2 – The wise person makes learning a joy; fools spout only foolishness. Proverbs 11:1 – The Lord hates cheating, but he delights in honesty.*

I PLEDGE to develop good social relationships with others and to seek to love others as I love myself. I will not lie; I will not steal. My language will be used to uplift my peers and the adults in my life. I will not curse or gossip. *John 13:34 – So now I am giving you a new commandment, Love each other. Just as I have loved you, you should love each other. 1 Peter 1:15 – But now you must be holy in everything you do, just as God – who chose you to be his children – is holy. Proverbs 18:8 – What dainty morsels rumors are – but they sink deep into one’s heart.*

I PLEDGE to preserve my personal purity and will observe biblical morality in all my relationships. I will refrain from the possession, use, sale and/or distribution of any alcoholic beverages, tobacco, illegal drugs or misuse of any drugs. *Galatians 5:19/21 – When you follow the desires of your sinful nature, your lives will produce these evil results; sexual immorality, impure thoughts, eagerness for lustful pleasures, idolatry, participation in demonic activities, hostility, quarreling, jealousy, outbursts of anger, selfish ambition, divisions, the feeling that everyone is wrong except those in your own little group, envy, drunkenness, wild parties and other kinds of sin. Let me tell you again, as I have before, that anyone living that sort of life will not inherit the Kingdom of God.*

I PLEDGE to submit myself to the leadership of Wesleyan Christian School and respect those in authority. I realize that my attendance at WCS is a privilege and not a right. I will give my best and will prayerfully support the school staff and its philosophy of providing a quality education without compromising the Word of God. *Hebrews 13:17 – Obey your spiritual leaders and do what they say. Their work is to watch over your souls, and they know they are accountable to God. Give them reason to do this joyfully and not with sorrow. That would certainly not be for your benefit.*

With God being my helper, I will keep the HONOR CODE carefully and prayerfully. I understand that my signature below is my acceptance of the entire Code of Honor and constitutes a contract between the school and me and is a requirement for attending Wesleyan Christian School.

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Student Signature *(student applying for 7-12 only)*

Date