

Bethel Christian School Administration

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WHAT PARENTS CAN DO TO HELP THEIR CHILDREN IN A CHRISTIAN SCHOOL

By Dr. Paul A. Kienel, Executive Director
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Help your children to understand that school is a disciplined learning situation. Very little learning occurs at school if students are not trained by their parents to “obey those in authority,” including their teachers and administrators. The most common threat to the academic quality of a school is a decline in discipline. When discipline goes down, learning goes down. This principle applies to schools and it also applies to individual students. Youngsters in school reflect their home training. Students whose parents firmly discipline them in Christian love at home respond well to the normal environment of the Christian school classroom.

Show normal parental affection to your children. You may ask, “What does parental expression of love have to do with school?” It is difficult for teachers to explain the love of God if students have not experienced love at home. Too many youngsters go to school lacking the security of parental love.

Train your children to be accountable for their actions. Teach them Biblical grace of apologizing and seeking forgiveness if they harm or offend another individual. If they lie or steal, require them to make full restitution with God and those against whom they have sinned.

Train your children to be accountable for their words. Children can be extremely cruel to other students by their words. If left untrained, they will develop an argumentative, back-talk manner of speaking with teachers, parents, and others. They are also quite capable of malicious talk and gossip. It is a negative pattern that must be broken early or it will plague them the rest of their lives. In a positive, constructive way, teachers and parents must impress upon young people that words are powerful and that they are accountable for them.

Train your children to be accountable for their time. It is not an overstatement to say that many students are “time wasters.” You will help your children in school and in life, if you will train them to use their time wisely. Talk to your children about setting aside specific times each day for homework and household chores. Also, train them by example and by instruction to be on time for school, church, and other time-oriented obligations. Your children will be handicapped for the rest of their lives if they have not learned early in life to use time in a responsible way.

Show an interest in what your children are learning in school. Discuss with your children the subject material they are studying in the classroom. Most of what your children are learning in school is interesting. It will enhance their interest even more if you, as parents, are intellectually involved with their education.

Don't roast the teachers or principal.

The ministry of the school is carried out by mortal human individuals who are not immune from making mistakes. Consequently, on occasion you may disagree with the administrator or a teacher on some aspect of the school. Don't discuss your points of disagreement with your children. It will destroy the school's ability to be effective with your youngsters.

Support the school's rules and regulations. School rules are necessary and must be generally agreed to by parents, students, and school personnel. As a parent, you may not always agree with every comma and exclamation point of the school's rules and regulations, but you must not show less than full support of them to your children. Students are much more prone to violate school rules if they know their parents do not agree with the rules. Students must see the school and the home united.

Be a model of what you want your children to become. Children are parent watchers. They are modeling their lives after yours. If you are a positive, joyful Christian individual whose lifestyle is in harmony with Biblical principles, your children will respond to the Bible-centered training of the Christian school. If, on the other hand, your lifestyle is contrary to Bible-centered living, your children may be confused and even frustrated by the conflicting role models they see at home and at school. If you are not a born-again Christian, I urge you to become one—for your sake and for the sake of your children. Life is so much better when Jesus Christ is in the central figure in your family.

Your children will respond to the structured educational environment of a Christian school if you provide them with a Christ-centered home where they are loved, inspired, and disciplined.

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BCS Handbook

The Parent/Student Handbook provides students, parents and staff with a clear, concise statement of the basic policies, procedures and philosophy of Bethel Christian School. Although the Handbook is not intended as a definitive statement on these subjects, it is written to answer the most frequently asked questions about policies and procedures of the school. Commitment to these policies and procedures by students, parents, and staff enables the school to run smoothly and in an orderly manner. Consistent implementation of these guidelines will ensure that all parents, students, and staff are treated in a fair and equitable manner. Items not covered specifically by the *Handbook* will be addressed as needed by the administration.

Bethel Christian School is a school with high moral and ethical standards. We are dedicated to the task of providing quality education in a Christian atmosphere, but we are not a corrective institution. We ask that you do not enroll your child as a means of reforming him or her. We are here to work with the home, but not to take the place of the parents who have had difficulty with their children's behaviors. Our goals are not to reform, but to train youth in the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity, and good citizenship. Student's faculty and staff reflect these ideals and standards in behaviors, appearance and attitude.

One of the pre-requisites for success in life is self-discipline. It is through self-control that we learn discipline. Submitting to the authority of home, school and society teaches Christian discipline.

Bethel Christian School is also dedicated to the training of youth in a program of study, activity, and living that is Christ-centered. We believe that "all things should be done decently, and in order." We believe that our students should be taught to accept a God-given responsibility to "walk honorably before all men." At BCS, discipline is maintained by being firm, consistent, fair, and tempered with love. Our faculty maintains standards of behavior in the classroom through kindness, love, and genuine regard for their students. However, when disciplinary action becomes necessary, it is firmly carried out, tempered by good judgment and understanding. "Obey your leaders and submit to authority. They keep watch over you as men who must give an account. Obey them so that their work will be joy, not a burden, for that would be of no advantage to you." **Hebrews 13:17**

Actions that contain evidence of disrespect, indifference, dishonesty, abuse of permission, and other disruptive acts shall be handled by the teacher or supervisor in such a way that is determined by the individual teacher's approved discipline plan. Each teacher will provide information to parents about each year. Situations of non-compliance that are chronic, flagrant or otherwise worthy of special handling will be referred to the Principal. The school reserves the right to have full discretion in the

discipline of any student, and the parent may be called to help administer any discipline as deemed necessary. Students who have been expelled from another educational institution will at least be considered pending reason for expulsion. An interview with BCS Administration and review of grades, absences/tardies, and behavior records will be completed prior to making a final decision. If allowed to attend, BCS reserves the right to expel any student at any time that does not adhere to school policies and procedures.

Bethel Christian School

The dream began in 1993 when God gave a few members of Bethel Baptist Church a vision of a Christian school in Jeff Davis Parish. The doors opened in 1994 with thirteen students and two teachers making up Bethel Christian School.

Bethel Christian School is a Christian educational institution, which, in addition to the regular course offerings, unashamedly teaches the Biblical concepts of discipline, respect for those in authority, obedience to the law, and love for flag and country. The teachers of BCS realize the solemn responsibility before God in molding the life and character of each student in order to give a good foundation for the future. The school does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, athletics, and other school administered. Bethel Christian School is also a religious institution providing an education in a distinct Christian environment, and it believes that its biblical role is to work in conjunction with the home to mold students to be Christ like. On those occasions in which the atmosphere or conduct within a particular home is counter to or in opposition to the biblical lifestyle the school teaches, the school reserves the right, with in its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student. This includes, but it not limited to, living in, condoning, or supporting sexual immorality; practicing homosexual lifestyle or alternative gender identity; promoting such practices; or otherwise having the inability to support the moral principles of the school (Leviticus 20:13a, Romans 1:27, Matthew 19:4-6).

Vision

Our vision is to provide a quality learning experience with excellence in a spiritual environment.

Statement of Faith

We believe...

...the Bible in its entirety to be the inspired Word of God and the infallible rule of faith and conduct.

2 Timothy 3:16

...In one God, eternally existent in three persons: Father, Son, and Holy Spirit, Creator of all things.

1 John 5:4-6

...in the deity of the Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of God, the Father, in His personal, future return to this earth in power and glory to rule a thousand years.

1 Corinthians 15:3, 1 Peter 2:21-24, John 3:16

...in the resurrection of the dead, the eternal happiness of the saved, and the eternal punishment of the lost. **John 5:24, 28-29**

...in personal salvation of believers through the shed blood of Jesus Christ.

...in the Christian's hope – the soon coming, personal return of the Lord Jesus Christ

1 Thessalonians 4:16-18

Philosophy of Education

We believe the words of Jesus when He said we are “salt of the earth” and “light of the world.” (Matthew 5:13-14). As a result, we view Bethel Christian School as a lighthouse in this community. We desire to be evangelistic in nature, drawing people to our school in order that Jesus may transform their lives. We also desire to be an extension of the Christian home and educate children “in the nurture and admonition of the Lord.” (Ephesians 6:4). At times, this will allow for the simple presentation have their senses trained to discern good and evil. (Hebrews 5:14). This will necessitate that we will have both saved and lost, mature and immature on the campus at the same time.

We believe...

...that each student is a distinct and individual creation of an omnipotent God **John 1:2, Ephesians 2:10, Ecclesiastes 12:1**

...that each individual is the creation of God and, therefore, is the property of God **Psalms 119:73, Colossians 1:16, Hebrews 2:10**

...that each man must be a careful steward of his conscience **Acts 24:16, I Corinthians 8:7-10, 1 Peter 2:19, Psalms 37:23**

...that we need to establish Christian models of character for our students to emulate **1 Timothy 4:12, Titus 2:2-5, Proverbs 23:26**

...that the parents have been given by God the responsibility of educating their children, and that the Christian school acts as an extension of the Christian home. **Proverbs 22:6, Deuteronomy 6:6-9, Ephesians 6:4, Timothy 3:15**

...in utilizing Biblical methods of correction for training young people **Proverbs 13:24, 23:1-14, 29:15**

...that the center of our curriculum ought to be Christ and the progression of Christianity through history **Colossians 1:15-18, Proverbs 1:7, 2:6**

...that our country was founded upon Christian principles, and that our country must be led by men of Christian principles for it to remain as a Christian nation

...that a Christian school is students being trained by Christian teachers with a Christ-centered philosophy

Goals and Purposes

Our goal and purpose is to educate...

...Spiritually – Your child needs to realize that there is a center to all of life. God’s truth is the TRUTH. It is central to all of learning and all of living. BCS seeks to meet the child’s spiritual need by making the Bible central. The teaching of God’s Word and prayer are an important part of our program.

...Academically – Your child has a God-given, compulsive desire to learn. He or she wants to know the “what” or the “why” of everything. Their instruction is often the difference between effective learning and frustrated defeat. We know that careful planning is necessary for well-balanced academic excellence. Our school will incorporate the Bible’s teachings into every subject area.

... Physically – A child’s physical maturation directly affects all other areas of growth. Therefore, we stress daily physical activity as a part of our school’s routine. Self-discipline through a supervised athletic program helps provide the physical and mental exercise needed for a healthy growth.

...Culturally – We offer music and art as a part of our enrichment program.

State Approval

BCS is state approved according to the standards of the Louisiana Department of Education. Bethel has all rights and privileges regularly given to any other Louisiana state approved school.

Curriculum

BCS uses the A Beka curriculum. Students using the A Beka curriculum usually progress at a faster pace than with other school curricula. Students from BCS will be well qualified to transfer credits and be prepared for college due to the high academic and behavioral requirements. BCS alumni have no difficulty gaining acceptance at the colleges and universities of their choice. Many of our students qualify for scholarships and awards each year, including TOPS. Based on data from annual ACT testing reports, our students who have taken ACT tests have met or exceeded the national averages in all subjects.

In addition to this, we work with McNeese State University to offer dual credit classes to junior and senior students who meet the qualifications. Further information about dual credit is available from the principal.

Nondiscrimination Policy

Students of any race, color, national or ethnic origin are admitted. Such students are accorded all rights and privileges, programs, and activities generally made available to any students at the school. BCS does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, athletics, or other school-administered programs.

Visitors to BCS

Bethel Christian School holds the safety of its students and staff in high regard. All visitors must check in at the office upon arrival. Each visitor must sign in, and will then receive a visitor's tag. This tag must be worn so that our staff and students are aware that this visitor is allowed on campus.

All doors to the outside remain locked at all times except for the main school entrance. This is the only entrance to be used by visitors. The tags will be relinquished at the end of the visit, and each visitor must then sign out at the main office window.

If a parent desires to visit a teacher, then a parent conference must be scheduled in advance of the visit so that we can avoid testing times. Our office hours are from 7:45 A.M. until 3:30 P.M., and our main office phone number is 337-824-0020.

All visitors must have school-related business in order to visit BCS. Any visitor may be asked by the administration to leave campus for any reason.

Admissions Policy

Bethel Christian School recognizes that it cannot meet the educational needs of all children. While we love all children, the school is not equipped to educate children who are identified with special needs. Additionally, some children and parents do not adjust to the disciplined academic and Christian environment at BCS, and may be inclined to criticize the policies and decisions of the staff and administration. In such cases, the school reserves the right to have full discretion in the discipline. *Any student, who does not cooperate with the total educational process, including demonstration of a Christian attitude, may be dismissed.*

Enrollment of children in Bethel Christian School is a privilege. Parents must understand that continued enrollment and re-enrollment at BCS is dependent on their support of the school, its staff, and its policies.

Admissions Procedures

New Students:

1. Interview of parents and student.
2. Test administered and reviewed by teacher and the principal in order to determine appropriate grade placement (grades 1-8).
3. Provide proof of up to date immunizations.
4. Provide birth certificate and social security card.
5. Provide school records from previous schools (academic, attendance and discipline).
6. Complete all applications and registration documents.
7. Payment of Registration Fee (non-refundable). **Must be paid up front with NO EXCEPTIONS.**
8. Signed form upon receipt of handbook, acknowledging and agreeing to contents of handbook.

Minimum Age Requirements

Grade	Age by September 30th
PreK3	3 years old
PreK4	4 years old
Kindergarten	5 years old
First	6 years old
Second	7 years old
Third	8 years old
Fourth	9 years old
Fifth	10 years old
Sixth	11 years old
Seventh	12 years old
Eighth	13 years old
Ninth	14 years old

Pupil Progression

The following requirements are necessary for the advancement to the next grade:

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|---|--|
| 1 st grade: | Must pass Reading, Math, and Phonics |
| 2 nd grade: | Must pass Reading, Math, Phonics, and Language Arts (Spelling and Language) |
| 3 rd – 6 th grades: | Must pass Reading and Math. Students who fail any two of the following will be retained: Social Studies, Science, English, Spelling, or Bible. |
| 7 th – 8 th grades: | Must pass Language and Math. Students who fail any two of the following subjects will be retained: Science, Social Studies, or Bible. |

Academic Requirements for High School

The Louisiana Board of Regents has set a core curriculum of college prep courses. This is included in the minimum requirements for graduation from BCS. These requirements also meet the criteria for students wishing to be considered for the state's Tuition Opportunity Program for Students (TOPS).

4 units of English (English I, II, III, and IV)

4 units of Math (Algebra I, Algebra II, Geometry, and Advanced Math) **Financial Math offered as alternative course for Advanced Math**

4 units of Science (Physical Science, Biology, Chemistry, and Biology II)

4 units of Social Studies (American History, World History, World Geography, and Civics)

1 unit of Fine Arts Survey (or substitute 2 units of performance courses in Music or one Elective from among other subjects listed in the core curriculum)

2 units of Foreign Language (both must be from the same language)

2 units of Health and Physical Education

4 units of Religious Studies (I, II, III, IV)

A minimum of 24 units will be required to graduate. BCS Administration reserves the right to modify BCS requirements (i.e. for transfer students) as long as the minimum state requirements are fulfilled.

Grading Scale

A	90 – 100	4.0
B	80 – 89	3.0
C	70 – 79	2.0
D	60 – 69	1.0
F	59 – below	

Students choosing Financial Math will be required to attend a 2-year university before being admitted to a 4-year university.

Quiz and Test Re-take Policy

Absences

- If a student is absent for any reason on the day that a quiz or test is administered, the test or quiz must be taken within 3 days of the student's return. It is the student's responsibility to ask each teacher for missing assignments, including test and quiz dates.
- If at all possible, a different format of the quiz or test will be provided to the student who missed it.
- If the student does not bring a written excuse for the absence within 3 days of the return, the absence is unexcused, and the student will receive a zero (0) for any test or quiz missed. For extenuating circumstances, or with teacher approval, an alternative plan may be reached for making up the work.
- Any graded work missed during suspensions cannot be made up, and a zero (0) is given for any test or quiz that is missed.
- Students who have not made up the work by the end of a grading period, will receive an incomplete (I) on the report card. Students who receive an "I" will not be considered for Honor Roll or Banner Roll, and will not receive awards for Honor or Banner roll.

Tuition, Fees and Payments

Re-enrollment begins January 30, 2017, for current students whose account is current. Class sizes may be limited in size, and are filled on a first come, first served basis. Enrollment for new students begins on February 20, 2017. Class sizes may be limited in size, and after the class is filled, names will be placed on a waiting list. A \$100 restocking fee will be charged for any student who enrolls and then withdraws before the start of the next school year.

Monthly tuition fees are per student. Fees may be paid in full in August, semi-annually in August and January, or monthly over a 10 or 12 month period. **All fees must be paid in full for students to receive final report cards and results from the TerraNova Achievement Tests.**

Any check written to BCS and returned for Non-Sufficient Funds will be charged a fee of \$15.00.

Registration Fees: All Registration Fees are Non-Refundable and must be paid up front with NO EXCEPTIONS.

Grade	Fee
PreK3 and 4	\$250.00
Kindergarten	\$360.00
7 th – 12 th	\$365.00

Tuition:

Grade	Annual	Semi-Annual	*12-Month	10-Month
Pre-K3 (3 days/M-W-F)	\$2,040.00	\$1,020.00 (Aug. & Jan.)	\$170.00	\$204.00
Pre-K3 and K4	\$2,340.00	\$1,170.00 (Aug. & Jan.)	\$195.00	\$234.00
Kindergarten – 6 th	\$2,940.00	\$1,470.00 (Aug. & Jan.)	\$245.00	\$294.00
7 th – 12 th	\$3,120.00	\$1,560.00 (Aug. & Jan.)	\$260.00	\$312.00

***Note: Those choosing the 12-month payment option are required to pay tuition in June and July.**

Capital Improvement Fee

An annual capital improvement fee is charged per family. The fee is \$100.00, and is due October 31, 2016.

Meal Prices

PreK Lunch \$2.00

K-12 Lunch \$3.00

Drinks: Milk/Orange Juice \$.50

After Care: \$2.50 per hour

Grade	Times
PreK	12:00 - 5:30 P.M.
K-12	3:00 - 5:30 P.M.

BCS provides After Care services. Any PreK student remaining on campus at 12:00 P.M. will be taken to after care. The same will apply to any student (K-12) who is still on campus at 3:00 P.M. Students not picked up by 5:30 P.M. will be charged an additional fee of \$1.00 per minute.

Payment of Fees

Tuition – SMART TUITION PROGRAM

Salaries of staff members and other operating expenses are funded from the tuition payments. Therefore, it is important that tuition be paid on time. **If tuition has not been paid within thirty (30) days and special arrangements have not been made, students will be removed from the regular classroom setting. Additionally, no records will be released until the account is current.**

In an effort to keep tuition costs to a minimum while continuing to provide a high quality education to your children, BCS has adopted the SMART Tuition Program. Payments for tuition, After-Care, bus fee, and lunches will be made to SMART Tuition group instead of BCS. Payments may be made over a 10/12 month period, semi-annually, or annually to SMART Tuition. **If you are paying annually, the payment is due by the first day of school.** SMART is not a loan, so there are no credit checks or interest charges. The cost of the program is \$50.00 per family, per year. This amount will be added to the first month's tuition.

There are payment options for parents to choose regarding the way tuition payments are made and you may choose your monthly due date from the three options we're providing. You may make payments by mailing check or money order, making a web payment in your own personal online account at www.smarttuition.com, or by calling the 24 hour customer service line to make a payment by phone. Anyone who has problems or questions about a Smart Tuition account can get assistance by calling the customer service line at 888-868-8828.

You also have the option of signing up for automatic deduction from your bank account or credit card. There will be an enrollment form provided to you in order to enroll in SMART.

Any account that is not paid on the due date will be delinquent. There is no grace period, and a fee of \$40.00 will be assessed.

Lunch Accounts

Lunch accounts will be paid through the SMART tuition management program.

Refund Policy

Parents are responsible for tuition and capital improvement fees for any month, or any part of a month, in which the student is in attendance. No pro-rated refunds are given for partial months unless the school requests that the student(s) withdraw. No refund is given for textbooks.

School Times

PK3 and PK4	8:00 – 12:00
Kindergarten – 6 th	7:55 – 2:45
7 th – 12 th grade	7:50 – 2:50

Arrival Procedures:

Students may begin arriving at 7:30 A.M. There is no adult supervision until 7:30 A.M.; therefore, students are not to be dropped off at the school prior to this time. The school will not be responsible for the safety and well being of any student who fails to abide by this policy.

Once they arrive, elementary students should go to the gym to sit in groups by class and wait to be escorted to class by their teachers.

7th – 12th grade students should go directly to their lockers upon arrival then go to the gym to await the bell. Once the bell rings, 7th – 12th grade students should go directly to their first hour class.

School Day:

7:50	7 th – 12 th grade students exit gym to first hour class
7:55	7 th – 12 th grade student's tardy bell
	High School students tardy
8:00	Elementary students tardy
2:45	Elementary dismissal
2:50	7 th – 12 th grade dismissal

Attendance

Attendance at school is very important. It is directly linked to achievement, and excessive absences will inhibit the child's progress and may be grounds for failure/retention. Additionally, attendance is mandated by Louisiana school law. If the absence is foreseeable, a note should be sent in advance. Routine doctor or dental appointments should be scheduled after school hours when possible. **A note must be sent to the office upon the student's return to school in order for a student to take make-up tests or quizzes.**

The only absences that are considered excused are: signed doctor's excuse; a court order; a funeral of an immediate family member per approval of administration; a dire emergency; or an absence due to a BCS educational function. Therefore notes from a parent to document illness will constitute an **unexcused absence**. In the event of an absence due to special circumstances other than listed above, written prior approval must be obtained by BCS administration on a case-by-case basis.

The Louisiana Child Attendance law is as follows:

In order to be eligible to receive grades, high school students shall be in attendance a minimum of 26,400 minutes (the equivalent of 80 days of 330 minutes each) per course each semester. In order for High school students to receive credits, their absences may not exceed 10 instructional days per course each semester.

Elementary students shall be in attendance a minimum of 52,800 minutes (the equivalent of 160 days of 330 minutes each) a school year. In order for Elementary students to be considered for promotion, they may not miss more than 20 days in a school year.

Failure to abide by this school law may cause your child to be retained or to lose high school credits needed for graduation. Attendance committee meetings will be scheduled to determine promotion or credit for non-compliance of this state attendance law.

Tardy Students:

It is important that students report to school on time so that classes are not interrupted and teachers can attend to administrative details promptly, and then begin instruction on time.

If a student reports to school after 10:00 A.M., the student is considered absent for a half day. This will cause this student to be ineligible for Perfect Attendance.

If a student leaves school before 2:00 P.M., the student is considered absent for a half day.

If a student leaves school after 2:00 P.M., but before dismissal time, that is considered an "early out". Students are allowed only 3 early outs per semester. After 3, the early out will be considered a half day absence.

If a student receives five (5) unexcused tardies in a 9-week grading period, he or she will receive a **one-day suspension**. The suspension will be served the next day after the fifth tardy occurs. (See Suspension-Out of School Section) Additionally, five (5) tardies in one 9-week grading period will make a student ineligible for perfect attendance.

Check out Policy

A child may not be taken out of school during school hours without being checked out through the school office. This includes Pre-K students. Other than a parent, only the adults listed on the child's Emergency Information Sheet in the office will be allowed to check the child out of school during school hours. The school regards the safety of your child as an important responsibility and asks for your cooperation in the matter.

Dismissal Procedures:

Students are dismissed and loaded into cars between the elementary and high school buildings at the designated dismissal times. Students are supervised from dismissal bell until 3:00, and then they are taken into the After Care program.

Students may not go home in a manner that differs from the way the parent has designated without a written note to the teacher and provided to the office. This is for the safety of the students.

Bus

Every child that is placed on a list to ride the bus must do so unless the parent notifies the office prior to 2:30 P.M.

It is the parents' responsibility to have the students at the bus stop on time each morning. The bus will not be able to wait for late arrivals. In addition parents must be at the bus stop to pick up their children at the appointed time.

Children must adhere to rules of the bus. A Bus Rider's Expectations form must be signed by the parent prior to the first day of the child's ride to and/or from school.

The bus times and locations of pick up and drop off will be announced at Parent Orientation at the beginning of each year.

Homework Policy

Homework is an integral part of the school program, and each grade level has its own homework policy as outlined by the A Beka curriculum requirements for the grade. Homework is used to aid the student in advancing his studies, reinforcement of concepts learned each day, and as an informative tool for parents. Each student is required to complete his or her homework assignments on time, and the teacher may grade the homework. Each teacher will provide the homework guidelines and policy to the parent at Parent Orientation night in August of each new year. Minimal homework may be assigned on Wednesdays. **No Homework of any kind will be printed in the school office.**

Homework:

...is used for drill: We believe that most students require solid drilling to master material essential to their educational practice.

...is used for practice: Following classroom explanation, illustration, and drill on new concepts, homework is given so that the material will be mastered and assimilated.

...is used for remediation: As instruction progresses, various points in a student's grasp of a subject become evident. Homework following instruction is given to overcome such difficulties.

Parent request for work when a child is going to be absent:

Work must be requested by 9:00 A.M.; to be picked up after 2:00 P.M., or the following day. This allows time for the teacher to gather the work and materials and will not cause an interruption of instructional time.

Health

We encourage you to keep your child at home if he or she complains of a sore throat, chills, signs of the flu, or has had a fever within a 24 hour period.

If lice are detected on any child, he or she will be sent home. The student will be checked upon return to make sure that the child is completely cleared of lice. The students that have been in contact with that child will be checked for lice as well.

Immunizations are required by Louisiana school law. Your child must have the required immunizations according to his age; proof of this is kept on file in the school office, and your child may be removed from school for non-compliance of this state law.

Medicine

Only prescription medications are allowed at school. If a child must take a required dose of any doctor-prescribed medication during the school day, this prescription medication must be presented to the office, and only the parent or guardian may administer the medication to the student. We do not have a school nurse on staff. Teachers or any other staff member are not allowed to dispense medication of any kind to any student at any time. No child should have medication of any kind on his or her person at any time.

If a child requires prescription medication during the school day, the parent must adhere to the following:

1. A medical release form must be signed by the parent and maintained in the student's office files at school.
2. For Epi pens or Asthma inhalers, the parent or guardian must obtain a written order for each medication to be administered at school. This must be done each year, and kept current.
3. No corrections or alternations will be accepted on the signed copy of the doctor's orders.
4. The parent or guardian must come to the school to administer the medications as it cannot be dispensed by a BCS employee. (Exceptions are made for Epi pens and Asthma inhalers).
5. The medication must be in the original container from the pharmacy with the proper labeling.

Pesticide Hypersensitivity

Pesticides shall be applied for general pest control inside school buildings or restricted use pesticides applied to buildings or grounds. This will be done only during periods when students are not expected to be present for normal academic instruction or organized extracurricular activities for at least eight hours after the application. Therefore, we are asking that every parent submit a written statement to the school if their child is hypersensitive to pesticides accompanied by written verification from a licensed physician. This information will be kept on file in the school office.

Immunization Policy

BCS follows the Louisiana state law for required immunizations. You will be required to submit proof of immunizations upon registering your child at BCS, and at required intervals for students already enrolled. The policy is as follows:

LOUISIANA IMMUNIZATION REQUIREMENTS FOR STUDENTS IN ACCORDANCE TO R.S. 17:170

Middle School Requirement:

Beginning with the 2009-2010 school year and continuing thereafter, a student shall provide satisfactory evidence of current immunization against meningococcal disease, and any other age appropriate vaccines, as a condition of entry into the sixth grade. Further, any student who has attained the age of eleven years or who is entering grade other than grade six shall provide satisfactory evidence of current immunizations against meningococcal disease and any other age appropriate vaccines as a condition of entry into that grade.

At the time of registration, students must show proof of immunization of the following vaccines: Tetanus Diphtheria Acellular Pertussis vaccine (Tdap); two (2) doses of Varicella vaccine; two (2) Measles, Mumps, Rubella (MMR) vaccines; three (3) Hepatitis B (HBV) vaccines; and one (1) Meningococcal Vaccine (MCV4).

Kindergarten/First Time Enterers:

Beginning in school year 2009-2010, two (2) doses of Varicella vaccine shall be required in Louisiana schools for entry into kindergarten or first time enterers into school. In addition, prior to school entry, these students must have documented proof of immunizations for: two (2) doses of Measles, Mumps, Rubella (MMR) vaccine; three (3) doses of Hepatitis B (HBV) vaccine; and booster doses of Diphtheria Tetanus Acellular Pertussis (DTaP) and Poliovirus (Polio) vaccines (up-to-date for age), he/she must present a record indicating the student is in progress of receiving vaccines, and follow-up must be provided for compliance with the above requirements.

Pre-Kindergarten

Beginning school year 2009-2010, two (2) doses of Varicella vaccine will be required in Louisiana schools for entry into Pre-K, Kindergarten, Daycare, and Head Start programs for children aged 4 years and older. If a second dose of Varicella vaccine has been received at least 30 days after the first dose, no additional doses are required. This is in addition to the regular age appropriate vaccines required depending on the child's age.

Prior to entry, these students must have documented proof of immunizations for: two (2) doses of Measles-Mumps-Rubella vaccine; three (3) doses of Hepatitis B vaccine; and booster doses of DTaP and Polio vaccines administered on or after their 4th birthday and prior to school entry.

All children aged less than 4 years of age enrolled in Pre-K, Daycare, Head Start, etc. should be vaccinated against and must show proof of immunizations for: Diphtheria Tetanus Acellular Pertussis vaccine (DTaP); Inactivated Poliovirus vaccine (IPV); Hemophilic Influenza Type B vaccine (Hob); Hepatitis B vaccine (HBV); Pneumococcal Conjugate Vaccine (PCV – for children less than 24 months of age). If a child is less than 24 months of age and has received 4 doses of PCV-7 he/she is to get a single dose of PCV-13 for Daycare and Head Start; and one (1) dose of Varicella vaccine. If the child is not complete or up-to-date for age, he/she must present a record indicating that the child is in progress of receiving vaccines, and follow-up must be provided for compliance with the above requirements.

Vehicles

Students may drive a vehicle to school as long as the following rules are followed:

1. Drivers must be able to produce a current and valid license to the administration.
2. Drivers will observe and follow a 15 MPH speed limit while on campus.
3. Careless operation such as speeding or spinning the tires are not allowed.
4. Vehicles must be parked in the **east** parking lot and may not be driven again until dismissal.
5. If parents give permission for their child to ride with a student who drives on campus, this must be confirmed in the office, preferably in writing.
6. Students who drive to school may not give another student permission to drive their vehicle for any reason.
7. Students may not loiter around or sit in vehicles after parking them or during the school day.
8. There may not be alcohol, weapons, tobacco, drugs, or any other item deemed by the Principal to be offensive or dangerous in any vehicle that is parked on school campus.
9. If any of these rules are violated, students' privileges of driving on campus will be terminated.
10. BCS Administration reserves the right to perform spot checks at anytime on any student vehicle as deemed necessary.
11. No hanging out of windows or riding in back of trucks allowed.
12. No loud music in parking lots or around school area.
13. No vandalizing other vehicles such as wrapping, shoe polish, etc.

Articles brought from home to school

Lockers, cars, backpacks, and all items brought on campus are subject to search by the school administration. The teacher has the right to approve or disapprove items brought to school from home.

Toys should not be brought to school unless requested by the teacher for a school activity. No action figures, electronics, DVD players, etc. are allowed at school or on fieldtrips. Electronic readers may be approved by the principal on an individual basis, and only to be used for reading. If at any time the reader becomes a distraction or is used in a way or during a time that has not been approved, the student will be asked to bring it home and not be allowed to bring it back.

Field Trips

In connection with their studies, field trip opportunities are available to students during the school day. These off-campus experiences are sources of enjoyment for the students, and are designed to motivate learning. Teachers must accompany the students as chaperones. Parental permission slips must be signed and returned to the teacher prior to the trip. Students on field trips must abide by all school policies while they are on the school-sponsored trips. Elementary students who do not attend the field trip are marked absent. Students must ride to and from the trip in the manner designated by the teacher, and this transportation information must be provided to the Principal prior to the trip.

Parents may be invited by individual teachers to chaperone field trips. Siblings are not allowed to attend a field trip with a student/parent.

Student cell phones are not allowed on BCS field trips. Cameras are only allowed for field trips with the approval of the teacher/BCS administration. Student cell phones and iPods will not be allowed in place of a camera.

Emergency Information

School Closure:

If inclement weather is imminent, or if students cannot safely be transported to (or remain in) school, schools may close. If Jeff Davis Parish School System closes due to weather or other area emergency, Bethel Christian School will close also. School closing announcements will be made over KATC (3), KPLC (7), KLFY (10), KAJN 102.9 FM, the BCS Eagles Facebook page, and a text message will be sent to all parents of BCS students who have provided a cell phone number and the carrier of their cell service (such as Verizon).

Emergency Drills:

BCS has a plan in place for all emergencies that may arise. The students and staff are aware of the procedures of the plan and practice drills on a monthly basis. Drills are held for possible tornado, fire, intruder, and chemical spill. The administration is in close contact with the administration of parish schools in the area in case of an emergency situation that would affect all the students in the parish. In the event that an emergency situation occurs, we will send out a mass text informing you of the procedures taking place. A second text indicating an "all clear" will be issued informing you that all is okay.

Child Abuse Policy

According to state law, if a staff member suspects any form of child abuse, the proper officials will be notified. The officials to be notified are the local police or Sheriff's office for the parish in which the student resides. It is the obligation of the person who suspects the abuse to make a formal report. The report may be made to the school administration as well as to the proper authority.

State Children's Code: 14430

Technology Policy

Bethel Christian School offers students a variety of opportunities to explore modern technology through the use of computers, video and internet access. Students are allowed access to equipment under faculty supervision only. Any student caught using equipment (hardware or software) in any manner deemed inappropriate by the supervising teacher will have all access privileges revoked. Students may only use their own laptops and other devices under direct supervision and for school related purposes only. Any student may be asked by staff members to relinquish his device for using it in any manner deemed inappropriate.

Students wishing to access the internet for educational purposes must sign the BCS Student Acceptable Use Contract on the Consent Release form required for registration of a BCS student. No student will be allowed internet access without this signed form on file in the main school office. Students are expected to use all materials and resources appropriately. BCS computers are protected by a filtering system which enables the administration to block sites that do not pertain to our educational goals.

Because of the constant threat of child predators on social networking sites, the BCS School Board has taken action. We have adopted a policy that prohibits any inappropriate reference to BCS, including but not limited to, its name, logo, emails or any other information that identifies BCS. **This includes** pictures of students that may identify them in connection to our school. In addition, students, staff, and parents are not to use the internet, including any social networking sites, to complain or make negative comments about the school, its staff, employees, or anything that would place BCS in a negative light.

Any videos, also including internet videos, or DVD's brought to BCS with the intention of being viewed by students, must be pre-approved by the Principal/School Administration. Ratings of "G" or "PG" may be approved depending on content.

Penalties for infractions of the above policy are for students:

1st Offense: 3 day suspension

2nd Offense: Dismissal from BCS

The monitoring and enforcing of this policy will be handled by the administration of BCS.

Cell Phone Policy

Students may not have a cell phone in class at any time. If a student has a cell phone at school, it must be turned in to the office secretary for safe keeping between 7:30 A.M. and school dismissal.

No student may use a cell phone on campus during school hours. This includes senior students who may be in school for only half a day. At 3:05 students are considered dismissed and may use their phone under the supervision of coaches, parents, teachers who are tutoring, and the aftercare teacher. Any student needing to use the phone before 3:05 may get permission to use the phone in the school office.

If a student is caught with a cell phone during school hours:

1st offense: The phone will be taken by the staff member who sees the student with the phone, and the phone will be given to the principal. The parent will be called to come to the school to get the phone. A minor mark slip will be issued.

2nd offense: The phone will be taken, the parent will be called to come get the phone and the student will receive a major mark slip. Additionally, a one day suspension will be issued.

BCS will not investigate lost cell phones.

It is the school's right to review recent calls and/or text messages on a cell phone confiscated during a school day. Refusal to surrender the cell phone to the school official upon request will result in a one day suspension for any offense. BCS administration reserves the right to conduct a check of any backpack, purse, clothing, pocket, etc., if they suspect that it contains a cell phone.

Dress Code

Adherence to dress code is the first and most tangible rule of the school to which an entering student must comply. Consistent and blatant non-compliance reveals an attitude of disrespect for authority. The distraction caused by non-compliance affects teachers, students, administrators and office staff. Please make a concerted effort to understand the following guidelines and ensure your child's compliance. **BCS Administration shall be the final interpreter of the dress code.**

Hair

1. All hairstyles are to be of standard, conservative and acceptable style. All students must wear a natural hair color. Sculptured shaving of the hair is not allowed.
2. Male students' hair must not hang over the collar or below the eyebrows. Sideburns may extend to the lobe of the ears.
3. NO facial hair of any kind is allowed. Facial hair is only permitted when a medical condition applies. The student must provide the school administration with documentation from a medical doctor addressing the presence of facial hair.
4. Any male student may be instructed to comply with length requirements by any staff member at any time.
5. For the first facial hair violation, a note will be sent home and the student will be expected to be in compliance by the next school day. For any subsequent violations, the parent will be contacted, a major mark slip issued, and the student must be in compliance by the next school day.
6. For hair length violations, a note will be sent home and the student will be required to be in compliance within 3 days of the note. For any subsequent violations, the parent will be contacted, a major mark slip issued, and the student must be in compliance by the next school day.

For any further infractions, a one day suspension will be issued.

Piercings/Tattoos

- No visible body piercings are allowed, with the exceptions of ears for females. Male students may not wear earrings.
- No visible tattoos are allowed.

Uniforms

PreK – through 6th grade

Shirts

Shirts must be the official hunter green with a yellow logo, or a red shirt with the navy logo. T-shirts that are worn under the school shirt (if visible) must be solid, and must be white, red, hunter green, navy blue, black or gray. Shirts must be of the appropriate size, and must be long enough to be tucked in. Uniforms and monogramming are available at Parker’s Department Store in Jennings.

Spirit Shirts

Any BCS spirit shirt may be worn on Fridays.

Pants

Pants must be solid navy blue uniform pants. No holes, cutting, marring or tearing is allowed. Pants must be of the appropriate size. Tight pants are not allowed. No cargo pants or painter’s pants style are allowed.

Shorts

Boys: Shorts must be solid navy blue. Shorts must be no shorter than 2 inches above the knee.

Girls: Shorts may be solid navy blue or Bethel plaid. Shorts must be no shorter than 2 inches above the knee. No Capri pants are allowed.

Skirts/Jumpers

Skirts (or skorts) must be solid navy blue or Bethel plaid. Jumpers must be navy blue or Bethel plaid, and only the regulation Bethel plaid is allowed. Solid navy blue or hunter green polo type dress with a BCS logo may be worn.

- Skirts, jumpers and skorts may be no shorter than 2 inches above the knee.

Belts

Belts must be solid color and may only be black, navy, or brown. Belts must be worn with pants that have belt loops. Belt loops must not be removed from the pants for students in 2nd through 6th grades.

Socks

Socks must be worn with shoes. Only solid colors are allowed, and may be white, black, red, hunter green or navy blue. Short socks such as ankle socks or no show socks are acceptable.

Tights

Girls may wear only solid colored tights under skirts or skorts, and these may be black, white, navy blue, red or hunter green.

Shoes

Tennis shoes or dress shoes are allowed.

- No open toed shoes or open backed shoes will be allowed. No Crocs are allowed.
- No cartoon characters on shoes are allowed.
- Boots may be worn with long pants or long skirts, but no boots with shorts or skorts.
- No sequins or glitter on footwear will be allowed.
- No lights of any kind are allowed.

Outerwear

Sweaters, jackets, hoodies, and coats must be one solid color. These may be navy, hunter green, red, black, white or gray.

- No logos, designs, or other markings will be allowed on outerwear.
- Sweatshirts worn over the uniform must be hunter green, navy, black, white, gray or red. Uniform shirts must be worn under outerwear.

Hair

Headbands, ribbons, barrettes, and other hair accessories should be hunter green, navy, black, white, red, silver, gold, brown, or Bethel Plaid.

- No feather hair accessories are allowed.
- Caps and gloves are not to be worn in the building.

Backpacks/Lunch kits

Backpacks and lunch kits may be any color.

- No cartoon characters, television characters or un-Christ-like logos are allowed.
- No wheels on backpacks are allowed.

Seventh – Eighth grades

Shirts

Color: hunter green with a yellow BCS logo, or red with a navy BCS logo.

- Shirts may not be tight fitting, and must be long enough to tuck in.
- Shirts worn under the BCS polo shirt: must be solid white, red, black, gray, hunter green, tan, or navy and may be short or long sleeved.

Spirit Shirts

Any BCS spirit shirt may be worn on Fridays.

Pants

Pants must be regulation khaki uniform pants. No holes, cutting, marring or tearing is allowed. Pants must be of the appropriate size. Cargo pants or painter's pants style are NOT allowed.

- No spandex fabric is allowed. Pants may not be tight fitting.
- Pants may not be torn or cut or destroyed in any way.

Skirts

Color: Khaki skirts may be worn. Skirt must be no shorter **than 2 inches above the knee**.

Shorts

Only khaki uniform shorts are allowed. Cargo shorts or painter's pants style are NOT allowed.

- No tight fitting shorts are allowed.
- Shorts must be no shorter than 2 inches above the knee.

Belts

Belts must be a solid color and must be black, brown, or navy blue.

Shoes

Tennis shoes or dress shoes are allowed. No Crocs.

- No cartoon characters will be allowed.
- No open toed or open backs are allowed.
- Boots are allowed with long pants or long skirts only.
- No sequins or glitter on footwear will be allowed.

Socks

Only solid colors are allowed. Socks must be black, white, or tan with no visible logos. Ankle socks and no-show socks are allowed.

Outerwear

Sweaters, jackets, hoodies, and coats must be one solid color. These may be navy, hunter green, red, black, white, or gray.

- No logos, designs, or other markings will be allowed on outerwear.
- Sweatshirts worn over the uniform must be hunter green, navy, black, white, gray or red. Uniform shirts must be worn under outerwear.

Hair

Headbands, ribbons, barrettes, and other hair accessories should be hunter green, navy, black, white, red, silver, gold, brown, or Bethel Plaid.

- No feather hair accessories are allowed.
- Caps and gloves are not to be worn in the building.

Backpacks/Lunch kits

- May be any color
- No cartoon characters, television characters or un-Christ-like logos are allowed.
- No wheels on backpacks are allowed.

High School 9th – 12th grades

Shirts

Uniform shirts must be official BCS royal blue polo with white BCS logo.

- Shirts may not be tight fitting and must be long enough to tuck in.
- Any shirt worn under the uniform shirt must be solid white, or black and may be short or long sleeved.
- **Senior students ONLY may wear button down Oxford dress shirts. They may be long or short sleeved. White Oxford shirts with royal blue BCS logo or royal blue Oxford shirts with white BCS logo.**

Spirit Shirts

Any BCS spirit shirt may be worn on Fridays.

Pants

Pants must be regulation khaki uniform pants. No holes, cutting, marring or tearing is allowed. Pants must be of the appropriate size. Cargo pants or painter's pants style are NOT allowed.

- No spandex fabric allowed.
- Pants may not be tight fitting.

Skirts

Color: Khaki skirts may be worn. Skirt must be **no shorter than 2 inches above the knee.**

Shorts

Only khaki uniform shorts are allowed.

- No tight fitting shorts are allowed.
- Shorts must be no shorter than 2 inches above the knee.

Belts

Belts must be a solid black, brown, or navy blue in color. They may not include rhinestones, glitter sequins, characters, or logos of any kind.

Shoes

Tennis shoes or dress are allowed. No Crocs

- No open toed or open backs are allowed.
- Boots are allowed with long pants or long skirts only.
- No sequins or glitter on footwear will be allowed.

Socks

Only solid color socks are allowed. Socks must be black, tan, or white with no visible logos. Ankle socks and no-show socks are allowed.

Outerwear

Sweaters, jackets, and coats must be solid color. Must be royal blue, navy, black, gray, or brown.

- No logos, designs, or other markings are allowed.
- Sweatshirts worn over the uniform must be navy, black, white, or gray. Uniform shirts must be worn under outerwear.

Hair

Headbands, ribbons, barrettes, and other hair accessories should be navy, black, white, red, silver, gold, or brown.

- No feather hair accessories are allowed.
- Caps and gloves are not to be worn in the building.

Free Dress Day

An occasional Free Dress Pass is given as a reward. Shirts must be modest. No tight fitting, see-through, backless, or low cut shirts allowed.

Pants: Only jeans may be worn for free dress days. Sandals are also allowed on free dress days.

FREE DRESS DAY PASSES MAY NOT be used on Wednesdays. Dress in uniforms for Chapel.

High School students will report to the office upon arriving at school any day that a Free Dress Pass is being used.

P.E. Uniforms

- P. E. uniforms are required for students in 7th – 10th grades.
- Uniforms are to be purchased in the BCS office. Shorts must be no shorter than 2 inches above the knee.
- Only BCS P. E. uniforms are allowed during P.E. classes at school.
- Tennis shoes are required for P.E. classes

Dress for school events

During school sponsored activities, all students should dress appropriately, keeping in mind modesty, and neatness. (1 Timothy 2:9-10). Students attending sports events and other school events are associated with the name of Christ and with Bethel Christian School, and are representing such in our community. Therefore, students will adhere to a modest standard of dress, or face disciplinary action at the discretion of the school administration.

BETHEL CHRISTIAN SCHOOL STUDENT CODE OF CONDUCT

Student Code of Conduct

Discipline Guidelines

Philosophy

Without discipline a teacher cannot teach. Without teaching, a student cannot be educated. Without the ability to educate the student, there is no need for a school. Discipline is extremely important. Parents have the primary responsibility for training and discipline of their children. This responsibility is delegated to the school while the child is at school. Close teamwork between the home and the school will produce the best results for the child. All parents are encouraged to be supportive of all school programs and should be careful not to make any negative comments about the school or any of its personnel. Negative comments and behavior concerning BCS undermines the spirit of unity of the school. Dissatisfied parents are encouraged to go through proper school channels within the system to address their situation. Refer to pg. 48-Complaint Procedures.

(Matthew 18 – principle for reconciling differences)

1. **Christian standards of moral conduct are expected at all times.** All students are expected to act in an orderly manner, maintain Christian standards of courtesy, kindness, language, morality, and honesty. We must strive toward unquestionable character in dress, conduct, attitude and respect for authority.
2. Students who maliciously destroy property (school, teacher's, or other student's) will be dismissed from school until arrangements are made for restitution. Students must help keep property in good repair by never defacing it and report that which is damaged or lost.
3. Students must strive to keep school grounds, playground, classrooms, hallways, restrooms, and lunch area clean.
4. Shouting, loud talking, running, carrying knives, weapons, fireworks, lighters, matches, pornographic materials, fighting, and any other dangerous or disruptive behavior is not allowed.
5. Arguing and Complaining is not tolerated. *Do all things without complaining and disputing.* (Philippians 2:14).
6. In the classroom, the student is expected to sit at his assigned seat, keeping all chair legs on the floor. Student is to care for the desk, never sit on top of the desk, and clean up around his/her desk at the end of each school day.

Expectations

Students are expected to conduct themselves as young ladies and gentlemen at all times. This includes showing respect toward all adults and fellow students. Each teacher is the authority in his/her classroom and will enforce violations of the code of conduct. The following code of conduct shall apply to all students at all times.

1. There is to be no use of profane or abusive language.
2. Cheating is prohibited.
3. Name calling, even in jest, is not allowed.
4. Students are to keep their hands to themselves at all times.
5. **Gum chewing on Bethel campus is not allowed.**
6. No student shall either start or engage in fighting while at school. **FIGHTING IS A SUSPENDABLE OFFENSE and assault charges may be filed.**
7. Students shall refrain from any form of disrespect.
 - A. Mimicking or mocking teachers or students.
 - B. Laughing at mistakes of others.
 - C. Sassing teachers
 - D. Facial or non-verbal expressions of disrespect (body language).
 - E. Disruption of class (writing personal notes or talking).
 - F. All forms of cyber bullying, name calling or use of racial slurs are prohibited.
8. No personal display of affections is allowed. This includes hugging, kissing, holding hands, and any other form of inappropriate touching.
9. Students may not skip school or leave campus at any time.
10. The use or possession of any article with the intent for use as a weapon is prohibited.
11. Violent gestures and/or words are prohibited.
12. All standards of behavior apply whether during the school day, attending an event at school, or a school sponsored event.
13. **Any form of bullying will not be tolerated and it is considered a major, as well as, a suspendable offense.**

Off Campus Code of Conduct

We believe that students should maintain the same standards off campus as on campus. This includes all types of smoking (tobacco, cigarettes, chewing tobacco, E-cigarettes, vapor cigarettes, etc.), use of illegal drugs, alcohol consumption, fighting, or inappropriate comments or pictures on social media sites such as Facebook, Twitter, Instagram, etc. A meeting with school administration and parents will be held to discuss the infraction and possible consequences that will take place.

Substance Abuse Policy

BCS has adopted a “ZERO Tolerance” substance abuse policy. Please note the following:

1. The possession, use of, delivery, transfer, or sale of alcohol, tobacco or any controlled dangerous substance, any mood altering chemical, medications (over the counter or prescription), vitamins, or any substance designed to look like or represent such a drug, while on school premises or while under school supervision is expressly forbidden.
2. When the school administration has reasonable cause to believe that a student has manufactured, distributed, or possessed with intent to distribute alcohol, tobacco, any controlled dangerous substance, any mood-altering chemical, or any substance designed to look like or represent such a drug, parents and the proper law enforcement agency will be contacted immediately. Upon such a violation, criminal charges may be filed with appropriate law enforcement agency and student will be expelled from school.

Consequences for Elementary Students on Campus

For Minor Infractions:

Minor infractions include talking in class, failure to complete class work, or homework, uniform violations or chewing gum.

- Infractions will result in consequences administered by classroom teacher according to an approved discipline plan.
- Recess detention.
- Referral to Principal.

With flagrant or repetitive misbehavior or major infractions of our Student Code of Conduct, one of the following forms of punishment will be administered.

Referral to Principal

Parent/Teacher Conference

Suspension from school

Expulsion for repetitive or major offenses

Consequences for 7th – 12 grades on Campus

Missing the Mark

“I press toward the mark for the prize of the high calling of God in Christ Jesus.” (Philippians 3:14) This verse reminds us that our goal is to hit the mark of the high calling of God. Occasionally, students will **miss the mark**. A ‘missing the mark’ slip is a disciplinary tool that is handed out when a student fails to follow a rule. When a student receives a minor mark slip, it must be signed by the teacher, the student and the student’s parent. The principal or facilitator will then sign the slip, and administer further discipline if it is warranted. Each signed mark slip must be returned to the office within 2 days from the day it was issued. These guidelines for mark slips are per nine weeks. A record of all slips will be maintained in a file in the office. If a student does not return the slip by the second day, a lunch detention will be served that day. Any student who does not return a signed mark slip within 3 days will be required to attend After School Detention after having served lunch detention for 2 days. If a student receives (3) minor mark slips within a 9-week period, it will result in a one-day suspension. (See Suspension-Out of School) Additionally, any student who receives (3) minor mark slips during a 9-week period will not be eligible for Reward Day for that 9-week period.

If a student disagrees with the reason that a mark slip was given, that student may appeal the mark slip in a respectful manner in a discussion with the teacher who gave the slip. A conference may be held between teacher and student, the teacher may agree to withdraw the slip, and in keeping with the principles of a Matthew 18, the teacher may bring the matter to the school’s administration.

Consequences for minor offenses on Campus:

Minor infractions include talking in class, uniform violations or chewing gum.

1st offense: minor mark slip

2nd offense: minor mark slip and call to parent

3rd offense: minor mark slip, call to parent, and after school detention.

Persistent or continuous infractions will result in Out of School suspension and may prohibit participation in extra-curricular activities.

Consequences for major offenses on Campus:

Major violations are cheating*, stealing**, lying, disrespect, PDA, destruction of property**, abusive or profane language, bullying or fighting, or the use or possession of tobacco, cigarettes, E-cigarettes, or vapor cigarettes. **If a student receives a major mark slip, that student is NOT eligible to participate in Reward Day for that 9-week period.**

- 1st Offense:** Major Mark slip; mandatory parent contact
- 2nd Offense:** Major Mark slip; after school detention, parent conference
- 3rd Offense:** Major Mark slip; mandatory parent conference; one day suspension
- 4th Offense:** Major Mark slip; mandatory parent conference; student may be asked to withdraw from BCS.

*A zero will be given for cheating

** Restitution will be required for stealing/destruction

Consequences for infractions of the Zero Tolerance Policy (Substance Abuse).

Upon violation of the Zero Tolerance Substance Abuse Policy, student's parent will be notified, the student will be expelled from BCS and the proper law enforcement authority will be contacted.

Suspension – Out of School

1. This method of discipline is only used for serious or major infractions of the rules. It may also be employed when other disciplinary measures have failed.
2. Any student receiving this form of suspension may be required to meet with the principal and with his/her parents at the end of the suspension period, and prior to his/her return to school.
3. It is the responsibility of the student to make arrangements to secure any work that was missed during the suspension, but zeros will be given for quizzes and tests missed.
4. No student may participate in any extracurricular activity on the day of the suspension.
5. The suspended student is not allowed on Bethel campus until after the parent conference, if applicable.
6. Any student with 4 suspensions in one school year will be automatically expelled from school, regardless of the reasons for the suspensions.

After School Detention

1. After School Detention will be held from 3:00 to 4:00 on Mondays and Tuesdays only
2. During Detention, students are not allowed to do homework. A special assignment will be given for the entire 1 hour period. If the assignment is not done adequately, it can result in another detention being assigned.
3. A student CANNOT be tardy for Detention. If a student arrives at 3:05, he/she will be assigned to re-serve that Detention.

A detention slip will be sent home with the student for the parent's signature and is to be returned by the student. The student is to bring the detention slip to the teacher in charge of detention that day. **Failure to turn in a signed slip will result in an additional detention.** If a detention slip has been lost, a note signed by the parent, can be written stating the reason for the detention. Failure to complete the assigned detention work will result in another detention.

Parents are required to go to the detention classroom at 4:00 P.M. to pick up their student(s) who do not drive. If a parent does not report to the detention classroom by 4:10 P.M., the student will be brought to aftercare. The fee for the student staying in BCS aftercare will be assessed to the parents' tuition account.

Corporal Punishment Policy and Procedures

Philosophy:

The scriptures are clear in that there are occasions when corporal punishment is an appropriate means of discipline. Proverbs 22:15, Proverbs 13:24, Proverbs 23:13-14, and Proverbs 29:15.

Guidelines for Punishable Offenses:

1. Disrespect – 2nd offense, 2 swats by Administration or parent, or one day suspension
2. Destruction of Property – 2nd offense, 2 swats by Administration, parent, or one day suspension
3. Abusive or Profane Language – 2nd offense, 2 swats by Administration, parent, or one day suspension
4. Bullying – 1st offense, 2 swats by Administration, parent, or one day suspension
5. Fighting – 1st offense, 2 swats by Administration or parent, or one day suspension

A parent may be called to administer corporal punishment if the Administration believes that this is the most appropriate measure of discipline to be used. This will be the policy from Pre-K 4 through 12th grade. In the case that corporal punishment is not an option for your child, a one-day suspension will be assigned instead. The principal will administer corporal punishment in the privacy of his/her office and always with a witness present. A written form will be placed in the student's permanent file stating the date, infraction, if counseling was done, and the punishment administered.

A male staff member will administer corporal punishment to a male student and a female staff will administer corporal punishment to a female student. The school principal, assistant principal, facilitator, pastor, or designee will administer corporal punishment to the students.

The instrument used for corporal punishment will be a wooden paddle 18 ¼ " long, 3 1/8" wide, and ½" thick and no holes are drilled in the paddling surface.

Maternity and Paternity Policy

In today's culture, our Christian principles are often ridiculed and undermined. BCS is determined, however, to uphold and teach Christian values in an atmosphere of love. Having a sexual relationship before marriage is one of the areas that culture says does not matter, but the Bible says this is wrong. (1 Corinthians 6:18) Therefore, premarital sex is not an acceptable behavior for students at BCS. Should pregnancy occur, the following measures will be taken for any male and or female student involved:

1. Every possible means will be taken to encourage counseling and health care.
2. All counseling recommended by BCS will be directed toward respect for human life.
3. The student will be encouraged to continue their education.
4. After confirmation of the pregnancy, the student will not be allowed to continue to attend school at Bethel.

Special Events:

High School Reward Day

Qualifications

There are 3 types of rewards for the 7th – 12th grade students:

1. Academic – Qualified by earning banner roll or honor roll
2. Conduct – Received no major mark slips **AND** 2 or less minor mark slips
3. Perfect Attendance – Had perfect attendance for the current nine weeks period

If the student qualifies under any one of these areas, they may attend reward day activities and receive the designated reward for that nine week period. If the student does not qualify in any category, they may not attend reward day activities or receive any rewards for that 9 nine week period.

Homecoming

Rules for participation:

The following policy has been adopted for the selection of BCHS Homecoming Court.

All Homecoming Court members are required to represent the student body by actively participating in all Homecoming events sponsored by the school.

7th – 12th grade students will vote for 2 freshmen maids, 2 sophomore maids, 2 junior maids and 3 senior maids. Students will also vote for one senior Homecoming Queen. If there is only one female student in the senior class, they will automatically be crowned queen if they fulfill all of the qualifications. If the only female senior does not fulfill the qualifications, then the vote for queen will include only the junior maids on the court. The winner will be announced during halftime ceremonies of the homecoming game.

In order to be eligible for selection, a female student must fulfill all of these qualifications:

1. Must have a 2.5 GPA
Seniors based on 7 semesters
Juniors based on 5 semesters
Sophomores based on 3 semesters
Freshman based on – previous year's GPA
2. Must have no more than 3 minor mark slips during the first 9-weeks of the school year.
3. Must have no major mark slips during the first 9-weeks of the school year.
4. Must have attended Bethel Christian School the previous year.

Escorts:

The maids may choose their escorts for presentation at the pep rally. The male escorts must maintain the same criteria for selection as listed above for the maids.

Attire:

Maids will wear an appropriate suit for presentation at half time of the homecoming football game. Suits must fit appropriately and be modest in length. The skirt may not have a slit that is past the knee. No cleavage may show. The dresses or suits for homecoming events must be approved by the school administration.

Escorts, for presentation at halftime of the football game, must wear dress slacks and a dress shirt. Jackets and ties are optional.

Homecoming Dinner & Event

Attire:

All girls attending the Homecoming Dinner and Event must dress modestly. Skirts must not be more than 2" above the knee. No strapless or spaghetti strap tops are allowed without a covering and no cleavage showing.

Boys should dress appropriately as well with dress slacks and a dress shirt. Ties are optional.

If this policy is not followed, the student will be asked to leave and not return.

Having a dance or dancing will NOT be allowed during the homecoming events. Any games or activities must be approved by the school administration. This includes the Pep Rally.

Junior Senior Event

A trip is planned for the spring each year for the junior and senior students as an alternative to a Prom dance. A formal dinner is a part of this trip. All rules for behavior apply (see Student Code of Conduct). The Jr./Sr. class sponsors will assist in the planning of the trip. Chaperones for the trip will be from school/church staff. In the event that an adequate number of chaperones cannot be found among school/church staff, then parents may be invited and this decision will be made by the class sponsors and school administration.

Attire

Girls will wear a formal gown to the banquet. These are to be modest in style with no slits in skirts past the knee and no low-backed or backless gowns are allowed. No cleavage may show, nor can it be strapless. All dresses must be approved by the school administration prior to the event.

Boys may wear a tuxedo or dress pants and dress shirt. A jacket and tie are optional.

Project Graduation

Each year, after the graduation ceremony, an event is held for the students that provide enjoyment as well as a safe place for the students to celebrate. The event is planned by parents of current year seniors, and is sponsored by area businesses that support our efforts to keep our students safe on graduation night. This event is a Bethel Christian School event, and must be aligned with BCS standards regarding beliefs and behaviors. The event may be held on BCS campus, approved in advance by the BCS Administration, and must be chaperoned by BCS parents and staff members. If any graduation party or event is held off campus, and/or is not chaperoned by BCS staff, then the funds generated from area businesses may not be used to fund any part of this event.

Attire

Students' attire is casual, but must adhere to BCS standards in length and modesty. (See Dress Code)

Complaint Procedure

1. Pray about it. Ask God to help you make your complaint in such a way that it will result in betterment of BCS, as well as to be pleasing to the Lord.
2. Express it promptly. Keeping it to yourself can cause hard feelings and friction, which could decrease our effectiveness as a Christian. Jesus says that we cannot properly worship or serve God if there is a disagreement between yourself and someone else. (based on Matthew 5:23-34).
3. Tell it to the right person. Complaints against specific individuals should be expressed first to that individual in question, and then to the administration of the school, only if you cannot work it out between yourselves, or if you feel the administration should be made aware of a situation.
4. Express it clearly. Make sure that the person to whom you are expressing your complaint know all of the details of the situation, and exactly what your concern is. Misunderstandings could lead to further problems.

5. Do not broadcast it, or put your concerns on Facebook. Express your concerns only to the person who should hear it. Unnecessary worry, harm and hard feelings could result when problems and dissatisfactions are expressed to persons other than those who are directly involved in the concern. An impression of disharmony is then presented, which could have been avoided.

If, in the event, any parent or family member fails to abide by the complaint procedures and chooses to continue to cause disharmony within the school, with faculty or administration, they may be asked to withdraw their student from the school.

Parent-Teacher Conferences

Any parent who wished to have a conference with a teacher is welcome to do so. Please do not attempt to meet with a teacher during school hours (7:30 AM – 3:00 PM). Call the school for an appointment and the school secretary will notify the teacher. The secretary or teacher will call to set up an appointment. Should a conference with the administrator or the administrator and teacher be desired, the same procedure should be followed. **Please do not attempt to see an administrator without an appointment.**

Teachers are not permitted to have conferences with parents during afternoon pick-up. Please send a note or call the school office to set up a conference with the teacher.

Student-Pastor Conferences

If a student would like to meet with a Bethel Church Pastor, they must first receive permission from their teacher along with a completed Hall Pass form. They are to go to the school office and inform the secretary of their request. The secretary will contact the church secretary or pastor to obtain permission to meet. Once permission is obtained, the secretary will send the student to the church to meet with the Pastor/Church staff. The Church employee will sign the Hall Pass indicating their arrival. After the meeting, the student will return to the school office and give the Hall Pass to the secretary where they will document the time of the student's return.

“Train up a child in the way he should go and when he is old he will not depart from it.”

Proverbs 22:6

Pledges

Pledge of Allegiance to the American Flag

I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

Pledge of Allegiance to the Christian Flag

I pledge allegiance to the Christian flag, and to the Savior for whose kingdom it stands, one Savior crucified, risen, and coming again, with life and liberty for all who believe.

Pledge of Allegiance to the Bible

I pledge allegiance to the Bible, God’s Holy Word. I will make it a lamp unto my feet and a light unto my path, and I will hide its word in my heart, that I might not sin against God.

Addendum

Changes to Parent/Student Handbook

Pg. 5 **Added “Vision” above Statement of Faith**

Our vision is to provide a quality learning experience with excellence in a spiritual environment.

Pg. 12 **Academic Requirements for High School**

4 units of Math (Algebra I, Algebra II, Geometry, and Advanced Math) **Financial Math offered as alternative course for Advanced Math** Students choosing Financial Math will be required to attend a 2-year university before being admitted to a 4-year university.

4 units of Science (Physical Science, Biology, Chemistry, and Biology II)

Pg. 14 **Tuition, Fees, and Payments**

Added: Any check written to BCS and returned for Non-Sufficient Funds will be charged a fee of \$15.00.

Pg. 14 **Registration Fees**

All Registration Fees are non-refundable and must be paid up front with NO exceptions.

Pg. 14 **Capital Improvement Fee**

Removed description of BCS Annual Auction and reference to couple’s ticket to auction.

Pg. 17 **Arrival Procedures**

There is no adult supervision until 7:30 A.M.; therefore, students are not to be dropped off at the school prior to this time. The school will not be responsible for the safety and well being of any student who fails to abide by this policy.

Pg. 18 **Attendance**

A note must be sent to the office upon the student’s return to school in order for a student to take make-up tests or quizzes.

The only absences that are considered excused are: signed doctor’s excuse, a court order; a funeral of an immediate family member per approval of administration, a dire emergency; or an absence due to a BCS educational function.

Pg. 18 **Attendance**

The Louisiana Child Attendance law is as follows:

In order to be eligible to receive grades, high school students shall be in attendance a minimum of 26,400 minutes (the equivalent of 80 days of 330 minutes each) per course each semester. In order for High school students to receive credits, their absences may not exceed 10 instructional days per course each semester.

Elementary students shall be in attendance a minimum of 52,800 minutes (the equivalent of 160 days of 330 minutes each) a school year. In order for Elementary students to be considered for promotion, they may not miss more than 20 days in a school year.

Pg. 19 Tardy Students

The suspension will be served the next day after the fifth tardy occurs

Pg. 28 Cell Phone Policy

No student may use a cell phone on campus during school hours. This includes senior students who may be in school for only half a day. At 3:05 students are considered dismissed and may use their phone under the supervision of coaches, parents, teachers who are tutoring, and the aftercare teacher. Any student needing to use the phone before 3:05 may get permission to use the phone in the school office.

Pg. 29 Hair

3. NO facial hair of any kind is allowed. Facial hair is only permitted when a medical condition applies. The student must provide the school administration with documentation from a medical doctor addressing the presence of facial hair.

Pg. 30 Uniforms

PreK-6th grade-Skirts/Jumpers

Added: Solid navy blue or hunter green polo type dress with a BCS logo may be worn.

Pg. 38 Student Code of Conduct-Philosophy

All parents are encouraged to be supportive of all school programs and should be careful not to make any negative comments about the school or any of its personnel. Negative comments and behavior concerning BCS undermines the spirit of unity of the school. Dissatisfied parents are encouraged to go through proper school channels within the system to address their situation. Refer to pg. 48-Complaint Procedures.

Pg. 38 Student Code of Conduct

2. Students who maliciously destroy property (school, teacher's or other student's) will be dismissed from school until arrangements are made for restitution.

Pg. 40 Off Campus Code of Conduct

We believe that students should maintain the same standards off campus as on campus. This includes all types of smoking (tobacco, cigarettes, chewing tobacco, E-cigarettes, vapor cigarettes, etc.), use of illegal drugs, alcohol consumption, fighting, or inappropriate comments or pictures on social media sites such as Facebook, Twitter, Instagram, etc. A meeting with school administration and parents will be held to discuss the infraction and possible consequences that will take place.

Pg. 42 Missing the Mark

If a student receives (3) minor mark slips within a 9-week period, it will result in a one-day suspension. (See Suspension-Out of School) Additionally, any student who receives (3) minor mark slips during a 9-week period will not be eligible for Reward Day for that 9-week period.

Pg. 42 Consequences for minor offenses on Campus

Minor infractions include talking in class, uniform violations or chewing gum.

Pg. 42 Consequences for minor offenses on Campus

2nd offense: Minor mark slip and call to parent

Pg. 43 Consequences for major offenses on Campus

Added: "or the use or possession of tobacco, cigarettes, E-cigarettes, or vapor cigarettes."

If a student receives a major mark slip, that student is NOT eligible to participate in Reward Day for that 9-week period.

Pg. 45 Corporal Punishment Policy and Procedures

A parent may be called to administer corporal punishment if the Administration believes that this is the most appropriate measure of discipline to be used. This will be the policy from Pre-K 4 through 12th grade.

Pg. 46 Homecoming-Rules for Participation

If there is only one female student in the senior class, they will automatically be crowned queen if they fulfill all of the qualifications. If the only female senior does not fulfill the qualifications, then the vote for queen will include only the junior maids on the court. The winner will be announced during halftime ceremonies of the homecoming game.

Pg. 47 Homecoming Dinner & Event-Attire

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