

**PHILADELPHIA CHRISTIAN SCHOOL**  
*A Ministry of Philadelphia Baptist Church*

Pastor  
Timothy McCulley

Administrator  
Daniel Woods

School Board  
Deacons of Philadelphia Baptist Church

2011 / 2012

358 Hensley Rd. S.E.  
Calhoun, GA 30701  
706-625-3233  
[www.pbccalhoun.com](http://www.pbccalhoun.com)

Welcome to Philadelphia Christian School. We are thrilled to have the opportunity to provide Christian education to the children in our church family as well as to the community.

The purpose of Philadelphia Christian School is to provide quality academic training with a Christ-centered curriculum in a Christian environment.

PCS seeks to develop young people who will be faithful to serve the Lord and be good witnesses. Our desire is to instill within the young people a proper Christian philosophy of life based upon the Word of God and to see them come to love the Lord Jesus Christ with all of their heart, mind, and soul.

## **What We Believe**

- **We believe** that the Bible is the verbally inspired and infallible, authoritative Word of God and that God gave the words of Scripture by inspiration without error in the original autographs. God promises that He will preserve His Word; Jesus said, “*but my words shall not pass away*”—Matt. 24:35.
- **We believe** God has kept that promise by preserving His infallible Word in the traditional Hebrew and Greek manuscripts and that the Authorized Version (KJV) is an accurate English translation of the preserved Word of God.
- **We believe** there is one triune God, eternally existent in the persons of Father, Son (Jesus Christ), and Holy Spirit; these three are one in essence, but distinct in person and function.
- **We believe** that Jesus Christ, the Second Person of the Trinity, became the physical manifestation of the Godhead to mankind. We believe in His virgin birth, sinless life, miracles, vicarious and atoning death through His shed blood and His bodily resurrection.
- **We affirm** that the Holy Spirit is the Third Person of the Trinity, the Agent of conviction, regeneration, indwelling, baptism, sanctification, and illumination of all who are born into God’s family through Jesus Christ.
- **We believe** that God created the universe in six literal days and that man was created in the image of God but chose to sin. Hence, all persons inherit a depraved nature and are lost sinners in need of salvation.

- **We believe** that salvation is a free gift of God for “whosoever will”; it is by grace, through faith, plus nothing, and believers are eternally secure. Salvation is received only by personal faith in the Lord Jesus Christ and His finished work.
- **We believe** in the resurrection of both the saved and lost: those that are saved unto the resurrection of eternal life in heaven and those that are lost unto the resurrection of eternal damnation in a literal lake of fire.
- **We believe** in the spiritual unity of the body of Christ and that God has ordained the local church for the perpetuation of His truth and work in the world, and that two ordinances of the local church are baptism by immersion and a regular observance of the Lord’s Supper by believers.
- **We believe** in the imminent, pre-Tribulation return of Jesus Christ for all believers. This Rapture of the saints will be followed by a seven year period of Tribulation, after which Christ will return in glory to judge the world and set up His millennial reign on earth.

## **What We Offer**

We offer a combination Pre-K/Kindergarten class with a traditional teacher teaching Bible, Language Arts, Arithmetic and more, using the A-Beka curriculum. This combination class is on a half-day schedule with extended day offered for those students in Kindergarten who need to stay for the full school day.

We also offer a combination 1<sup>st</sup>-2<sup>nd</sup> grade class and combination 3<sup>rd</sup> – 6<sup>th</sup> grade class with a traditional teaching method using the A-Beka curriculum.

Our 7<sup>th</sup> through 12<sup>th</sup> grade classes use the A-Beka DVD School Program from the Pensacola Christian Academy. This program allows us to provide traditional classroom instruction to each child at his own grade level. Our students “sit in” the classrooms of Pensacola Christian Academy’s master teachers via DVD. This program is currently working successfully in more than 600 other Christian schools, and we have seen it provide outstanding results in our students.

## **Affiliations**

PCS is a member of the Georgia Association of Christian Schools (GACS) and the American Association of Christian Schools (AACCS). It is by these associations that we are able to further teacher development and remain abreast of current methods and materials.

## **Accreditation**

Accreditation by a state government agency is an administrative mechanism designed to establish uniform education for all children in secular schools. It was established as a governmental means of causing local public school districts to provide what the state educational agencies determine as minimum academic and facility standards for all schools. Accreditation teams, therefore, investigate and approve or disapprove facilities and curriculum in educational institutions according to the criteria developed by secular education administrators who may or may not be Christians. Philadelphia Christian School has not sought accreditation by any governmental agency for several reasons:

- 1.) Philadelphia Christian School may be required to use textbooks adopted by the state.
- 2.) Secular writers, who in many ways reject our Lord Jesus Christ, and in fact exalt concepts contrary to the teachings of the Bible, develop such texts.
- 3.) Accreditation may dictate that schools employ an inferior curriculum and teacher certification standards in opposition to those of Christian institutions.

Accreditation of a private Christian school is not necessary for a graduate who wishes to enroll in a college or university. Institutions are interested in the academics of individual students, not in the names of their school of graduation. Thus they evaluate each applicant's standardized tests. The instructional program of Philadelphia Christian School is designed and implemented to properly train students who wish to continue their education beyond high school.

**A-Beka Accredited Enrollment Program:** The A-Beka Academy is fully accredited by the Florida Association of Christian Colleges and Schools (FACCS), the Council on International and Trans-Regional Accreditation (CITA), and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI). Since we use this accredited program, students may receive such accredited services through the A-Beka Academy for an additional fee. Please notify the administration if you are interested in this service.

## **Admission**

**Enrollment at PCS is a privilege.** Before a student is accepted, an application must be completed and an interview must take place. The purpose of the interview is to evaluate if the program and direction of Philadelphia Christian School is best suited for that particular student and their family. An administrative decision will be made as to the student's acceptance. PCS will not admit any student who does not have a good record of conduct, character, attitude, and attendance. No student will be enrolled if they have been expelled or not allowed to re-enroll in another school due to disciplinary problems.

All students must be enrolled by the student's parents or legal guardians who will be responsible for the student's behavior and tuition.

The first step is to call the school office and request an information packet. Once you have reviewed this packet, an appointment can be made with the administrator to discuss admittance.

## **Requirements**

Upon notification of acceptance, your child's enrollment will not be complete until after the school office receives the following:

\*Student Application Form

\*A non-refundable Registration Fee.

*Early Enrollment registration fees are as follows:*

January – March      \$100.00

April – May            \$115.00

June- thereafter      \$125.00

\*Birth Certificate

- \*Current GA Immunizations Record.  
(Form 3231-Must be marked complete for school expiration.) or have a future date of expiration.)
- \*A completed Handbook Signature Page

**Pre/K:** Students must be 4 years old on or before September 1<sup>st</sup> and must be toilet trained.

**Kindergarten:** Students must be 5 years old on or before September 1<sup>st</sup>.

**1<sup>st</sup> Grade:** Students must be 6 years old on or before September 1<sup>st</sup>.

**Transferring Students:** All records from any student's previous school must be received before the beginning of the school year.

**Returning Students:** Students returning to PCS must re-register each year. A registration fee, new completed application form, and handbook signature page must be received by the office in order to be considered re-registered.

### **Church Attendance**

The Ministry of Philadelphia Christian School is a team effort with the home and church. It is therefore required that at least one parent and the student faithfully attend a local Bible believing church. Regular church attendance is a vital part of the total education of each student.

### **Tuition and Fees**

**Registration Fees:** Registration fees are separate from tuition costs and are subject to increase from year to year due to the rising cost of operation. This fee includes the cost of equipment, office supplies, and accidental insurance.

**Curriculum Fees:** Curriculum fees are separate from tuition and registration costs. This fee varies with each grade since different books are used. This fee is due by **July 1<sup>st</sup>** so that we may order books for the upcoming school year. A student's books will not be ordered until this fee is received by the school.

**Achievement Tests Fee:** Each spring, students in the 1<sup>st</sup> -11<sup>th</sup> grade will be required to participate in this test. The \$25.00 fee must be paid before testing begins.

**Graduation Fee:** All graduating seniors will be required to pay this fee of \$80.00. This will cover the cost of diplomas and caps/gowns. K5 will be \$25.00.

**Parent Orientation Fee:** Every student must have at least one adult represent them yearly at our parent orientation. A \$25.00 fee will be imposed to those that are not in attendance. A separate orientation will also be required.

**Tuition:** Tuition payments are applied toward personnel salaries and academic program expenses. The first month's fee is due by August of the school year.

Tuition for half day Pre-K/Kindergarten is \$1,800.00 per year.

Tuition for full day Kindergarten – 12<sup>th</sup> Grade is \$2,000.00.

Listed below are the payment plans we have available for your convenience:

1. Annual Payment Plan-The total tuition amount paid in advance for the school year. (A 5% discount will be applied for paying in advance if paid by **August 1<sup>st</sup>**.)
2. Semester Payment Plan- ½ of annual tuition is due in August and the other ½ of payment due in January.
3. Monthly Payment Plan- First payment is due August 1<sup>st</sup> and remaining payments are due the first of each successive month through May for a total of 10 payments.

\*Discounts are given to the members of Philadelphia Baptist Church due to the support they give weekly towards the ministry.

\*Family rates are also available.

For those choosing a payment plan other than the Annual Payment Plan, payments are due the first of each month. After the tenth, a \$10.00 late fee will be imposed per family. Also, a charge will be added for any returned check. Accounts having more than two returned checks are required to pay by cash or money order or cashier's check.

\*Accounts that are overdue will be notified. Payments not received within 30 days must have special permission obtained for the student to remain in school. All accounts must be paid in full before students may register for the next school year or before any student records can be released.

## **School Schedule**

Pre-K/Kindergarten

8:20 am – 12:00 pm

First - Twelfth Grade: 8:20 am – 3:00 pm

We do offer an early care program at no cost to you. You may drop your child off as early as 7:30 am. Students in this program will be brought to their classes at 8:00 am. If you plan on participating in the early care program, please enroll them through the school office.

Students not enrolled in the early care program should be dropped off at the school building after 8:00 am.

***Please do not leave your child unattended.***

We are not able to provide any after school care. Please make arrangements for someone to pick up your child if you will not be able to pick them up by 3:15 pm. There will be a charge of \$5.00 added to your school bill for each day your children are not picked up by 3:30 pm.

## **Attendance/Tardiness**

### **Attendance Requirements**

Attendance and punctuality are essential in developing successful class work and character development. Students who miss more than twenty (20) days of a full year's course or ten (10) days of a semester's course may be retained at the same grade level or may not receive credit for the course. Exceptions can only be made if the absenteeism can be confirmed by a physician, or if in the opinion of the administration, there are justifiable circumstances.

### **Excused Absences**

Absences will be excused for the following reasons:

1. Illness
2. Bereavement
3. Doctor Appointments

Upon return to school, the student must bring a dated parental note explaining the reason for the absence or the absence will be unexcused. If the student is absent for an extended time period, a physician's note excusing the absence is required. Once an absence is excused by the administration, the student will be given a reasonable amount of time to make up any work missed. This time should not exceed twice the number of days missed. Work completed and turned in during the time limit will be graded at full credit. It is the student's responsibility to complete the work on time.

**Students will be deemed unexcused until a note is received. Notes should be received within a reasonable time, but not later than one week after absence. Notes received after one week will deem the absence to remain unexcused.**

### **Parental Initiated Academic Absences**

Absences not permitted by school policy are sometimes allowable providing they are known beforehand and approved by the school administration. Examples of these include participating in church-sponsored outings/retreats and other events with approval. An Excused Absence Form should be completed and turned in as soon as possible prior to the absence if at all possible. Such requests must be limited to a maximum of five (5) days per semester. Absences that exceed this limit or those that do not have prior approval will be considered unexcused. Please keep in mind that it is extremely important for the student to be present during any exams. Your cooperation in planning absences around exam days is most important. **Please date and write the reason for the absence on the note.**

### **Unexcused Absences**

Unexcused absences are given for any reason other than those listed as excused. Any test, quiz, or homework assignment missed due to an unexcused absence will be lowered one letter grade. This includes nine week exams and semester finals.

### **Tardiness**

Students coming to class after **8:20 am** are considered tardy. If a student arrives at school later than 8:20 am, they will need to report to the school office to receive a tardy pass before admittance into class will be allowed. Repeated tardiness is a serious matter and will not be tolerated. If there is excessive tardiness, the parent will be notified. Ten unexcused occasions of tardiness in a semester will earn a student detention.

### **Early Dismissal**

A note or phone call informing us you plan to pick your child up early from school is required. The note needs to state the reason, the time, and who will be picking the child up. Students who leave before 11:30 am will be counted absent for the day. If a student is picked up early more than ten (10) days, the classes missed must be made up. An extra fee will be imposed for classes needing to be made up. Any student leaving school early must be signed out by an adult in the school office.

## **Illnesses/Injury**

### **Illness**

It is better for your child to remain home when he appears to be ill or “coming down with something.” Parents will be called to pick up any children whom the teacher feels are too sick to do their work or are a health hazard to others in the class. If the child has a communicable disease, the school should be notified immediately.

If your child is taking medication which might affect his performance in school, please let his teacher know.

### **Prescription Medicine**

Please try to administer any prescription medication around school hours. However, if prescribed medication needs to be taken during school hours, a parent or guardian must turn the prescription into the student’s teacher with the original pharmacy label attached to it. The label must be for the student and include directions on how to dispense the medication.

### **First Aid**

Minor emergencies (first aid) will be dealt with by the faculty. The parent will be notified in written form of any student receiving first aid from the school office.

For more serious emergencies that involve no immediate danger, the student will be kept at school until the parent can be notified.

In case of severe emergencies, the student will be taken or sent to a local medical facility.

## **Supplies**

Students will be given a specific supply list at the beginning of the school year. Pens, pencils, notebooks, paper, etc. are to be supplied by parents of students. Each student will also need an assignment pad on which he will record daily assignments. Unwholesome or questionable pictures, words, peace symbol, etc. are not allowed on notebooks or other items (including lunchboxes).

We use the **King James Version Bible** for our teaching and scripture memory. Each student should have one available each day for his/her Bible class.

### **Prohibited Articles**

The following list is not all-conclusive, but these items are not permitted at school: tobacco in any form, alcoholic beverages, narcotics, dice, playing cards, knives, guns, explosives of any kind (including firecrackers), skateboards, water guns, radios, tape players, and calculators. Other items such as MP3 players, game boys, I pods, or any other electronic devices are also not allowed. Magazines not related to class work are not permitted on school property. Books that are brought to school must be checked for content by the teacher permitting the use of the book. All these items are subject to confiscation by the administration and may be disposed of as seen necessary by the school.

### **Cell Phones**

Personal cell phones and pagers may *not* be used during regular school hours, school activities, or during supervised care before or after school. If these devices are brought into the facilities, they must be **turned off** and put away until the student leaves for home. If a student is found violating this policy by having his phone in view, turning their phone on, taking pictures, text-messaging other students, etc., their phone will be confiscated until the parents retrieve it and he will lose his privilege to have the phone in their possession. Demerits will be given; additional penalties may apply for inappropriate use or repeated offenses.

## **Academic Information**

### **Grading Scale**

A+	98-100	C+	77-79
A	94-97	C	74-76
A-	90-93	C-	70-73
B+	87-89	D+	67-69
B	84-86	D	64-66
B-	80-83	D-	60-63
		F	0-59

Superior	A	(90-100)
Above Average	B	(80-89)
Average	C	(70-79)
Below Average	D	(60-69)
Unsatisfactory	F	(0-59)

### **Conduct Grading Key**

On the student report cards, these conduct characteristics will be graded: attitude, attentiveness, cooperation, effort, obedience, responsibility.

S-Satisfactory	U-Unsatisfactory
N-Needs Improvement	

### **Report Cards**

Students, first through twelfth grade, will receive report cards every nine weeks. The Pre-K/Kindergarten will be on a six weeks schedule. These must be signed by the parents and returned promptly to the school.

### **Honor Roll/Merit List**

An honor roll/merit list is compiled each grading period and is determined by the following qualifications:

Honor Roll-These students will have earned all “A’s” with no unsatisfactory grades.

Merit List-These students will have earned all “B’s” or above with no unsatisfactory grades.

## **GACS Honor Society**

PCS is a member of both the junior and senior high chapters of the Georgia Association of Christian Schools Honor Society. Each year students are inducted into the society by vote of the faculty and administration. Certain criteria in the area of character as well as academics are considered in the voting process.

## **Grade Promotion Requirements**

Students in Grades 1-8 whose yearly average indicates a failing grade in any one of the following subjects will retain their current grade level: Language Arts (English), Mathematics, or Reading. That student will not be promoted to the next grade level for the following school year and must repeat their current grade level.

Students whose yearly average indicates a failing grade in any two subjects may not be promoted to the next grade level for the following school year.

Students in Grades 9-12 must complete and pass all subjects required for high school graduation. Any subject failed must be retaken and passed before that student will receive a high school diploma. It will be the responsibility of the student and his parents to seek and obtain makeup classes for any subjects failed. All make-up courses of study must be approved by the administration of Philadelphia Christian School before credit will be given.

## **Graduation Requirements**

### **Georgia High School Credits Requirements (College Prep) 23 Units**

English/Language Arts	4
Mathematics <i>Algebra I and II, Geometry, Advanced Math</i>	4
Science <i>Physical Science, Biology, Chemistry, Physics</i>	4
Social Studies <i>Gov/Economics, US History, World History</i>	3
Health and Physical Education	1
Computer Technology and /or Fine Arts and/or Technology/Career-preparatory	1
Foreign Language <i>(Two years of same language: Spanish, French, German, etc.)</i>	2
Locally required or elective units <i>Bible</i>	

## **Homework**

For a student to receive complete training, he must show ambition and effort in his studies. Homework is not punishment but an educational tool. Students who have problems doing an assignment must show that an earnest attempt was made to do the work. Students are responsible for completing the homework and turning it in the next morning.

A special assignment pad for recording assignments is required for all students. A parent signature is required daily for students in the 1<sup>st</sup>- 6<sup>th</sup> grade.

Any student who fails to bring homework on the day due will be given a notice, which the parent must sign. This notice must be returned to the issuing teacher with the completed homework in the next day's class. After-school detention until 3:30 pm may be required after multiple occurrences of incomplete homework.

Each student is to do his own work. Work copied from another source is considered cheating.

Parents are asked not to do homework or work projects for their children.

### **Class-work**

We feel it is extremely important to keep the parents informed of their child's grades. Therefore, individual classrooms may bring graded papers home on a weekly basis. Your child's teacher will instruct you if these papers need to be signed and returned. Students are required to do all class work given by their teachers.

### **Achievement Tests**

Achievement tests are administered each spring. These dates are listed on the school calendar. These tests cannot be made up; therefore, parents are required to have their children in school during test dates. The required fee will need to be paid before the test will be administered to the student.

*\*Pre-K/Kindergarten or Seniors do not take these tests and are not required to be at school on those assigned days.*

### **Discipline Procedures**

The purpose of discipline at Philadelphia Christian School is to guide students in the path of righteousness through Biblical correction and to create a classroom and school environment in which learning can take place. Through prayer, counseling, and consistent correction; we seek to obtain the result of a change in attitude, action, word, and thinking. The behavior of students in the classroom and school is crucial because without an orderly atmosphere, very little teaching or learning can occur.

Some children do not adjust to a disciplined academic environment; they rebel and find excuses to criticize the policies and decisions of staff and administration. In such cases, the school reserves the right to have full discretion in discipline such as:

- Calling a parent to school to administer corporal punishment
- Placing such students on probation for a reasonable corrective period of time
- Dismissing any student who refuses to cooperate with the total educational process

### **Classroom Courtesies**

Students should follow regulations on classroom courtesies to assist the teachers and staff for efficiency in the classroom. The following guidelines should be consistently followed:

- 1) Students should enter the classroom quietly, take a seat, and prepare for the class activities. Students must be seated in their desks and quiet when class begins.
- 2) Speaking out or expressing disapproval when another has the floor is rude, discourteous, and unfair. Students should raise their hands and wait to be recognized before speaking.
- 3) Windows, lights, heat/air conditioners, drapes, furniture, and class fixtures are to be adjusted

by the teacher only.

- 4) Disrespect to teachers and staff will not be tolerated. This includes the following: mimicking or mocking the teacher, staff, or other students; laughing at the mistakes of others; sassing or back-talking the teacher; nonverbal expressions of disrespect; writing or passing notes; talking during class; studying a subject other than the one being taught.
- 5) Students should bring their own supplies to class: books, notebooks, paper, pen, pencil, homework, and anything else assigned.
- 6) Class will be dismissed by the teacher only. Students will not get out of their desks until properly dismissed by the teacher.
- 7) Candy and chewing gum are not allowed.

### **Conduct outside the Classroom**

Students are expected to conduct themselves as young ladies and gentlemen at all times. This includes respect toward all adults and fellow students. The following should be observed at all times whether at or away from school:

- 1) Name calling and/or racial remarks are not allowed.
- 2) Students must keep their hands to themselves at all times.
- 3) No rough-play is allowed in the buildings, on the school grounds, or at other school functions off campus.
- 4) Fighting among students will not be tolerated. Students who are involved in fighting will be sent to the office and suspended. Students will not be allowed to receive class credit for the days that are missed (zeros will be given).
- 5) There is to be no physical contact between any male or female student before, during, or after school; neither is there to be any unusual displays of affection with the same sex. A six inch rule should be followed at all times.
- 6) Profane, abusive, or slang language is not permitted at any time. Students' speech should be Christ like.

Students are also expected to refrain from lying, cheating, stealing, smoking, gambling, listening to worldly music, dancing in an ungodly way, drinking alcoholic beverages, and using narcotics. Students who participate in such activities are subject to dismissal.

Students are expected to act in an orderly and respectful manner, maintaining Christian standards in courtesy, kindness, language, morality, and honesty on or off campus.

### **Student Websites**

Philadelphia Christian School holds the right to maintain Bible-based standards of conduct for students both at and away from school. The Bible teaches accountability practices and we feel it is extremely important to monitor our students to help avoid internet misconduct while off campus. The following policy will be strictly enforced concerning Student Websites.

Any student who decides to operate a personal online website or contributes to a blog must register the website/blog with the administration. (Ex: myspace.com, blogger.com, facebook.com etc.) The website must be registered immediately upon its creation. Any student who creates a website or blog prior to attending PCS must register the website/blog as soon as he/she is accepted as a student. All websites/blogs will be monitored for content on a regular basis. Any student, found with an unregistered website/blog or website/blog material that is deemed inappropriate to the purpose and mission of PCS will be in direct disobedience to this ruling and will be subject to disciplinary action up to and including immediate ineligibility to attend PCS.

**ATTENDANCE AT PHILADELPHIA CHRISTIAN SCHOOL IS A PRIVILEGE, NOT A RIGHT.** Anyone who will not cooperate spiritually, morally, or scholastically will be dismissed.

In a day when there is little respect for authority, we think it is important for Christian young people to have Biblical attitudes toward parents and teachers. We will do nothing to undermine your parental authority. We will encourage your children to be obedient and respectful. Likewise, please show your child's teacher the same consideration; expect and encourage your child to respect and obey his teacher. Please use the following procedure:

1. Give the staff the benefit of the doubt.
2. Realize that your child may not have told you the whole story.
3. Realize that the school has reasons for all rules and they are enforced without partiality.
4. Support the administration, and call the school for all the facts.

A list of rules and consequences for not following the rules will be given out at the beginning of the year by your student's individual classroom teacher.

## **Dress Code**

The function of the dress code is to achieve Christian modesty in dress. No dress code can address every variation that can occur in dress. These regulations are not intended to be exhaustive but to provide general guidelines for acceptable dress. The administration has the responsibility for and final authority to enforce the intent and spirit of the dress code. The dress code is also to be followed at any school related functions. (Ballgames, etc.)

### **General Guidelines**

1. Appropriate shoes are always to be worn with appropriate socks/hose. All shoes must have a strap in the back. (No slide in shoes). Shoes with wheels are not allowed. (Heelies, etc.)
2. Clothing should not bear pictures or names of rock groups, television shows, actors, movies, peace symbol, or alcohol/tobacco product advertisements.
3. Fatigues and camouflage clothing are not permitted.
4. Leather skirts or pants are not permitted.
5. Faddish or stylish clothing that does not present a conservative appearance is undesirable for school dress. Emphasis is to be placed on modesty, neatness, and appropriateness.

6. Hair Style- A conservative amount of hair coloring will be allowed. The term “conservative” will be interpreted by the administration. No “two tone” looks are allowed. For example, blond or red streaks in dark hair, etc. Color must be natural in appearance.
7. Students are not to wear tattoos or mark each other with pens or markers of any kind.

### **Chapel Days**

Chapel days (Wednesdays) are dress-up days. No sweatshirts or sweat jackets should be worn into chapel.

Boy students need to wear nice shirts with ties (not pullover shirts).

Girl students should wear clothing that appears to be dressed up. No denim or tennis shoes are allowed.

### **General Dress Codes for Boys**

1. Boys are to wear ankle-length trousers. A belt should be worn if the pants are so designed.
2. Sleeveless shirts, muscle shirts, or T-shirts (undershirts) are not appropriate for school.
3. Boys are not to wear any type of jewelry (earrings, necklaces, bracelets). No piercing of any kind is permitted.
4. Boys are to have their hair cut regularly. Hair is to be combed and cut neatly off the eyebrows, collar, and ears. Faces should be clean shaven at all times.

\*The teacher will send home a note indicating a need for a haircut if there is a violation of this standard. Please sign and return the note the next morning and see that a proper haircut is given by one week from the date of the note. Failure to comply within one week will result in the child being sent to the office for the parent to pick up from school.

5. All shirts must be tucked in. Only shirts with a ribbed bottom (like a sweater) that are made to be worn out do not have to be tucked in. A shirt with a collar or turtleneck must be worn underneath. Boys wearing shirts with buttons must keep all but the top button secured. Turtlenecks are acceptable.

### **General Dress Codes for Girls**

1. Girls are not to wear sundresses, slacks, shorts, skirts split above mid-knee, or jeans. “See through” or low cut blouses and dresses may not be worn. No midriffs should be showing when arms are raised. Clothing is not to be tight, form-fitting, suggestive, immodest, revealing, or faded, sloppy, torn or with holes.
2. Sleeveless dresses/shirts may not be worn.
3. Extremes in styles are discouraged. Good taste should be used concerning jewelry (no peace symbol). Earrings are limited to 2 per ear. No other piercing is allowed.
4. The length of dresses and skirts needs to be to the middle of the knee. Skirts or dresses (including any slits) must conform to the school standard for length while

walking, standing, or sitting. As a measurable standard, a girl's hem should touch the floor when she kneels in an erect position

### **Specific Guidelines for Elementary (K4-6<sup>th</sup> Grade)**

#### **Dress Code for Boys Pre-K to 2<sup>nd</sup> Grade**

Boys may wear crew-neck shirts.

#### **Dress Code for Boys Pre-K to 6<sup>th</sup> Grade**

Jeans are to be neat and non-faded without any tears or holes. Patches need to match jean color.

#### **Dress Code for Girls Pre-K to 2<sup>nd</sup> Grade**

Dresses or skirts should not be any shorter than one inch above the knee. Skirts or dresses (including any slits) must conform to the school standard for length while walking, standing, or sitting.

### **Specific Guidelines for Middle/High School (7<sup>th</sup>-12<sup>th</sup> Grade)**

A student who does not adhere to the school dress code, if unacceptable, will not be allowed to class but will sit in the office until proper clothing is brought from home.

## **General Information**

### **Lunches**

Students need to bring lunches from home. Please either send a lunch with your child or have his/her lunch at school no later than 11:15 am. We have microwaves available for students to use. Please limit the amount of time your child's lunch may need to be warmed up. Students should bring everything from home that is needed for their lunch such as napkin, fork, spoon, bowl, ketchup, etc.

### **Parties**

If you wish to celebrate your child's birthday by providing treats for his class, please notify the teacher a few days in advance so that he/she may schedule the party.

### **Special Holidays**

There will be several classroom parties throughout the year celebrating special holidays such as Thanksgiving and Christmas. Please do not send in any items during this time that will take away from honoring God.

## **Transportation**

Desired traffic patterns for those transporting students to and from school by auto will be described the night of orientation. Please continue to follow these throughout the school year. Any student able to drive to school must get approval from the administration and adhere to the student driver guidelines.

## **Students Participating in Sports**

Any student participating in sports programs here at PCS, will have to pay a fee for each sport. The school has to buy equipment, uniforms, pay referees, and can incur many other costs for each sport. A minimum fee of \$20 will be charged for each sport, but it could be more, depending on the specific sport. Students involved in these programs must adhere to all rules by the school, the coaches, and their teachers to participate. All students in any sport are expected to show good sportsmanship and a Christian attitude at all times. Failure to abide by these requirements can cause a student to be expelled from the team without any refund of paid fees.

## **Academic Requirements for Sports**

Any student participating in the Sports program must maintain a “C” average overall and cannot be failing in more than one subject in order to be deemed academically eligible. If at any time a student becomes academically ineligible, the student and parents of that student will be notified in writing. The coaches will also be notified. The student may continue to practice with the team, but will not be allowed to participate in any sporting event until academic eligibility has been once again achieved. Students and parents will again be informed in writing, as well as the coaches notified.

## **Student Driver Guidelines**

Students who are eligible to drive to school must adhere to all guidelines. Students are not permitted to transport other students to or from school without written permission from all parents involved and the school administration. While a student vehicle is on school property, the principal or his designee has the right to search the vehicle if necessary without obtaining permission of the student or the owner of the vehicle. Students driving to school should park in the designated spaces. The following regulations apply for students who drive cars to school:

- 1) When students arrive, they should park their cars, remove everything needed for the school day, lock their cars and come into the school building immediately.
- 2) Students may return to their cars only with permission from school administration office only for an emergency and not to get items needed for school.
- 3) At the end of the day, students should go directly to their cars when dismissed and promptly leave the school property.
- 4) All students involved in sports are required to ride the bus provided to practice and games and will not be permitted to drive their cars without written permission.
- 5) An athlete may ride from a game with the parents of another athlete only if written permission is provided by the parents and given to the administration on the day of the athletic event.

6) Members of the opposite sex will not be permitted to ride to and from school nor to and from sports activities held after school unless they are chaperoned or are members of the same family.

7) Speeding, squealing of tires, loud engines or music, or reckless driving of any type will not be tolerated.

A violation of any of the above rules will result in the following:

- First violation - Parents notified of the problem
- Second violation - Suspension of driving privileges to and from school for five days
- Third violation – Suspension of driving privileges for remainder of the school year

**NOTE:** Disciplinary action may be required above this at the discretion of the administration.

### **Closed Campus**

PCS operates on a “closed campus” principle, which means that students are not allowed to leave campus for lunch or any other times throughout the school day.

### **School Closings**

If school must be closed due to inclement weather, the announcement will be made over radio stations WEBS 1030am, Ellijay 101.1fm, or WJTH 101.7fm. **Also on TV Fox 5; Channel 2 Atlanta; Channel 9 Chattanooga and the One Call. We do not follow Gordon County or Bartow County School closings.**

### **Field Trips**

Field trips will be planned during the school year. A permission slip should be signed by the parent in order for the student to attend. A fee may be charged to cover field trip expenses. Any parent chaperoning a field trip *must* follow the school’s dress code requirements and pay admission.

### **Conferences**

Teachers are available for parent conferences. Please contact the school office to set up an appointment. The teacher will gladly schedule a time that’s convenient for both parties involved. Please do not make surprise visits to teachers.

### **Teacher/Student Relationships**

Students are always expected to be cooperative, courteous, and respectful in their relationships with the school staff. Staff personnel are to be addressed as Mr., Mrs., Miss, Pastor, or other appropriate title, not addressed by their first names. Manners are taught and required such as yes, sir; no, sir; yes, ma’am, no, ma’am. Please help follow through with these teachings at home as well.

### **Parent’s Statement of Cooperation**

1. It is my understanding that the policy of the school is to make no refunds on registration fees or any part of monthly tuition.
2. I give permission for my child to take part in all school activities, school sponsored trips away from the school premises, and absolve the school from liability to me or my child at school during any school activity.
3. I give my permission for the school to regularly use photographs for media purposes such as yearbooks, newspapers articles, slide show presentations, etc.
4. I agree that the school payments are due the first of the month, payable by the 10<sup>th</sup> of the same month, or a \$10.00 late fee will be added on the 11<sup>th</sup>.
5. I will attend periodic meetings and parent's functions of the school.
6. I will pray regularly for the teachers and administration of Philadelphia Christian School.

#### **4 Things God Wants You to Know**

##### **1. You need to be saved.**

"For all have sinned" Romans 3:23

"For the wages of sin is death, but the gift of God is eternal life through Jesus Christ our Lord."  
Romans 6:23

##### **2. You cannot save yourself.**

"Not by works of righteousness which we have done, but according to His mercy He saved us..."  
Titus 3:5

##### **3. Christ died to save you.**

"But God commendeth His love toward us, in that, while we were yet sinners, Christ died for us."  
Romans 5:8

"For God so loved the world, that He gave His only begotten Son, that whosoever believeth in Him should not perish, but have everlasting life."  
John 3:16

