



# **Philadelphia**

Christian School

*A Ministry of*

 *Philadelphia Baptist Church*  
*Loving People to Life!*

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## **Welcome**

We are delighted that you have chosen to be a part of the Philadelphia Christian School family and are thrilled to be able to partner with you in training your children spiritually, academically, and socially. By the grace of God, we are committed to their success in each of these areas.

We are looking forward to a productive partnership with you to ensure our children can achieve their highest potential. We recognize that in order to be successful in school, our children need support from both the home and school. We know a strong partnership with you will make a great difference in your child's education. As partners, we share the responsibility for our children's success and want you to know that we will do our very best to carry out our responsibilities.

While the academic growth of every child is very important, the ministry here at PCS goes beyond reaching the natural man with learning but also reaches the spiritual man to give a Biblical based, Christ centered educational experience. We ask that you pray with and for your child(ren) and the staff of PCS every day. With the Lord Jesus Christ as our leader and the Word of God as our guide we can partner with parents to give your children an outstanding education.

## **Purpose**

Our purpose is to provide quality academic training with a Christ-centered curriculum in a Christian environment and to develop young people who will be faithful servants and witnesses for the Lord Jesus Christ.

## **Mission Statement**

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 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.

Philadelphia Christian School is a uniquely religious, educational institution that seeks to provide a quality education in a distinct Christian environment. One of the goals of Philadelphia Christian School is to work with parents and guardians to train Christian young men and women to be salt and light in their communities. Philadelphia Christian School believes that the Bible is the inspired Word of God and sets forth absolute truth by which Christians are to live. Philadelphia Christian School expects and requires that both students and parents will support the school in its distinct mission and in its Biblical beliefs.

In relying on the teachings of Scripture, Philadelphia Christian School believes that the Bible prohibits sexual immorality of any type, including but not limited to adultery, fornication, homosexuality, bisexual conduct, bestiality, incest, pornography, or any other sexual activity outside the marriage. (Matthew 15:18-20; I Cor 6:9-10)

God created and sanctioned marriage to bring together man and woman, the complementary halves of humanity, by joining them in "one-flesh" unions. (Gen. 2:18-25.) Marriage between one man and one woman for life uniquely reflects Christ's relationship with His church. (Ephesians 5:21-33) Gender, likewise, matters. God wonderfully and immutably creates each person as male or female, and these distinct, complementary genders together reflect the image and nature of God. (Genesis 1:26-27)

On those occasions which a particular home or student is acting counter to or in opposition to the Biblical beliefs and lifestyle that the school teaches, the school reserves the right, in its sole discretion, to refuse admission to an applicant or to discontinue enrollment of a current student. This includes, but is not limited to, living in, condoning, or supporting any form of sexual immorality; practicing or promoting a homosexual lifestyle or alternative gender identity; or otherwise having the inability to support the moral principles of the school as stated throughout this handbook.

***Leviticus 18:22*** *Thou shalt not lie with mankind, as with womankind: it is abomination.*

***Leviticus 20:13*** *If a man also lie with mankind, as he lieth with a woman, both of them have committed an abomination: they shall surely be put to death; their blood shall be upon them.*

***Romans 1:18, 26-28*** *For the wrath of God is revealed from heaven against all ungodliness and unrighteousness of men, who hold the truth in unrighteousness...For this cause God gave them up unto vile affections: for even their women did change the natural use into that which is against nature: And likewise also the men, leaving the natural use of the woman, burned in their lust one toward another; men with men working that which is unseemly, and receiving in themselves that recompence of their error which was meet. And even as they did not like to retain God in their knowledge, God gave them over to a reprobate mind, to do those things which are not convenient;*

***I Corinthians 6:9-10*** *Know ye not that the unrighteous shall not inherit the kingdom of God? Be not deceived: neither fornicators, nor idolaters, nor adulterers, nor effeminate, nor abusers of themselves with mankind, Nor thieves, nor covetous, nor drunkards, nor revilers, nor extortioners, shall inherit the kingdom of God.*

***Galatians 5:19*** *Now the works of the flesh are manifest, which are these; Adultery, fornication, uncleanness, lasciviousness,*

***Ephesians 5:3*** *But fornication, and all uncleanness, or covetousness, let it not be once named among you, as becometh saints;*

***Colossians 3:5*** *Mortify therefore your members which are upon the earth; fornication, uncleanness, inordinate affection, evil concupiscence, and covetousness, which is idolatry:*

***I Thessalonians 4:3*** *For this is the will of God, even your sanctification, that ye should abstain from fornication:*

## **What We Offer**

We exclusively use the Abeka Curriculum for grades K3-12. Every subject is approached from a Christian perspective, and you'll find Scripture and biblical principles used to emphasize or illustrate concepts. You can learn more about Abeka by visiting [www.abeka.com](http://www.abeka.com).

Each of our classes are taught by qualified educators, who are committed to the academic and spiritual success of each student. Our teachers understand the responsibility of the ministry and have sacrificed to serve the Lord in this area.

We offer a K3 class, a combination K4-K5 class, and a combination 1<sup>st</sup>-2<sup>nd</sup> grade class in a traditional classroom setting. The combination 3<sup>rd</sup>- 4<sup>th</sup> grade and 5<sup>th</sup> – 6<sup>th</sup> grade classes use a sequence of traditional teaching as well as the Abeka Master Video Program.

Our 7<sup>th</sup> through 12<sup>th</sup> grade classes use the Abeka Master Video Program from the Pensacola Christian Academy. This program allows us to provide traditional classroom instruction to each child at his own grade level.

### **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.

### **Accredited Plan of Study**

While our school is not accredited through any state or other governmental agency, our students have the opportunity to graduate with an accredited diploma through the Accredited Enrollment Plan from the Abeka Academy.

All students in 11<sup>th</sup> and 12<sup>th</sup> grades are requested to enroll in the accreditation plan. Those students who participate in the plan will receive the benefits of an accredited transcript and diploma from Abeka Academy.

As a video instruction provider, Abeka Academy is accredited by the Florida Association of Christian Colleges and Schools (FACCS) and

the Middle States Association of Colleges and Schools Commissions on Elementary and Secondary Schools (MSA CESS).

## Admissions

We implement a selective admissions policy. While we desire to serve as many students as possible, we may not have the adequate resources to do so effectively for every situation.

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.

The process for admissions begins with scheduling a tour and interview with our administrator. You can do this by calling the office or clicking the “[Schedule a Visit](#)” link online and filling out the form. Before the interview please fill out the online [application](#). After the interview, an administrative decision will be made as to the student’s acceptance and you will be notified.

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

## Requirements

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

- Student Enrollment Form
- Registration Fee (*non-refundable*)
- Birth Certificate
- Current GA Immunizations Record OR Exemption Form (*Form 3231 must be marked complete for school or have a future date of expiration.*)
- A completed Handbook Signature Page
- Copy of Social Security Card

**Age Requirements:** Student must be the following ages on or before September 1<sup>st</sup>: **K3** - must be 3 years old **K4** - must be 4 years old  
**Kindergarten** - must be 5 years old **1<sup>st</sup> Grade** - must be 6 years old



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

**Returning Students:** Once admission is granted the student will be automatically qualified for re-enrollment for subsequent school years provided that he or she remains in good standing with the school. Students returning to PCS must re-enroll 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-enrolled.

**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. Only active members, as defined in the church by-laws, of Philadelphia Baptist Church will receive the member's discount.

## **Tuition and Fees**

*All new & returning students must pay registration.*

*A 5% discount on tuition is given when the full year's tuition is paid by **August 1st***

TUITION				
<i>due the 1st of each month</i>				
<u><b>NON-MEMBER</b></u>				
<b>Half day (12PM Dismissal)</b>				
		<u>Per Year</u>	<u>Per Month</u>	<u>5% discount</u>
1st child	K3-K5	\$2,000.00	\$200.00	\$1,900.00
2nd child	K3-K5	\$1,850.00	\$185.00	\$1,757.50
3rd child	K3-K5	\$1,700.00	\$170.00	\$1,615.00
<b>Full Day (3PM Dismissal)</b>				
		<u>Per Year</u>	<u>Per Month</u>	<u>5% discount</u>
1st child	K4 - 12th	\$2,250.00	\$225.00	\$2,137.50
2nd child	K4 - 12th	\$2,100.00	\$210.00	\$1,995.00
3rd child	K4 - 12th	\$1,950.00	\$195.00	\$1,852.50

OTHER FEES				
Registration	<u>Jan-Apr</u>	\$100	<u>May &amp; after</u>	\$200
				<i>due at enrollment</i>
Books	<u>K4</u>	<u>K5</u>	<u>1st-12th</u>	<i>due</i>
	\$150	\$250	\$350	<i>July 1st</i>
Technology		\$100		<i>due</i>
				<i>Aug 1st</i>
Accreditation		\$250		<i>due</i>
(11th-12th)				<i>Aug 1st</i>
Testing		\$25		<i>due</i>
(1st-11th)				<i>Jan 1st</i>
Graduation		\$25		<i>due</i>
(K5)				<i>May 1st</i>
Graduation		\$80		<i>due</i>
(12th)				<i>May 1st</i>
Late Payments		\$10		<i>after the 10th</i>

*A Christ-centered, Biblical-based, High Quality Education for less than \$3000*

**Members of Philadelphia Baptist Church receive a \$250 discount on yearly tuition due to the support they give weekly towards the ministry.**

Please remember that enrolling your child in Philadelphia Christian School enters you into a contract with the school. Tuition is the means we use to pay our teachers' salaries for the year. No refunds will be given if a student is withdrawn during the school year.

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

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 be paid by cash, money order, or cashier's check.

Payments not received within **30** days must have arrangements made with the school administration for the payment of the account as well as make arrangements allowing the student to remain in school.

All accounts that are over **30** days late for which payment arrangements have not been made, or the arrangements were made but have not been kept, may be turned over to an agency for collection. When accounts have been turned over to a collection agency, students will not be allowed 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.

## **Volunteers**

Due to striving to keep our tuition and fees as low as we can, we ask that each family be willing to help volunteer in areas in the school. (cleaning, ballgames, recess, teacher assistants, field trips, etc.) A volunteer meeting will be held at the beginning of the school year and we ask that each family is represented to see how they can help.

## **School Schedule**

K3-K5 Half-day:	8:20 A.M. – 12:00 P.M.
K4-K5 Full Day:	8:20 A.M. – 3:00 P.M.
1 <sup>st</sup> -12 <sup>th</sup> Grades:	8:20 A.M. – 3:00 P.M.

Early stay is a free program for those parents/guardians who need to drop their child off at 7:30 A.M. due to work schedule or other circumstances. Please enroll your child in the Early Stay Program through the school office. Students are to be dropped off NO earlier than 7:30 A.M.

All other students are to be dropped off between 8:00 A.M. and 8:20 A.M. Classes begin promptly at 8:20 A.M. students arriving after are considered tardy.

***Please never leave your child(ren) unattended. Make sure there is a staff member present in the mornings before dropping your child(ren) off.***

Students are to be picked up by 3:15 P.M., but no later than 3:30 P.M. There will be a charge of \$5.00 added to your school bill for every 15-minute period your children are not picked up beginning at 3:30 pm.

***Traffic is to flow around the church building at all times for the safety of all drivers and pedestrians. The speed limit is 5 miles per hour. Please use extreme caution while driving on campus.***

## **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 absences 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 certain reasons. (i.e. illness, bereavement, doctor appointments)

Upon returning 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 (*more than 2 consecutive days*), a physician's note excusing the absence is required.

If the absence is excused the student will have **2 days for every day** absent to make up the work missed for 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 no 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. **Ten (10) 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 A.M.** 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. We request that students remain home for **24** hours after their fever breaks.

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.

## Academic Information

### Grading Scale

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

### 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

### MySchoolWorx

MySchoolWorx is a school management software which allows parents to view up-to-date grade and assignment information, as well as send and receive notes for teachers and staff.

A letter from the office will be sent home at the beginning of the school year with instruction of how to sign on and use this tool.

### Report Cards

Students, K3-K5, will receive report cards every six (6) weeks. Students, 1<sup>st</sup>-12<sup>th</sup> grade, will receive report cards every nine (9) weeks. 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: **Highest Honors** - These students will have earned all “A’s” with no unsatisfactory grades.

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



**Grade Promotion Requirements**

Students in Grades **1<sup>st</sup>-8<sup>th</sup>** who has a failing average for the year **in any one** of the following subjects: Language Arts (English), Mathematics, or Reading, will not be promoted to the next grade level for the following school year and must repeat their current grade level.

Students who has a failing average for the year in **any two subjects** will not be promoted to the next grade level for the following school year and must repeat their current grade level.

Students in Grades **9<sup>th</sup>-12<sup>th</sup>** 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/her 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.

**Georgia High School Graduation Requirements (College Prep)**

English/Language Arts	4
Mathematics	4
<i>Algebra I and II, Geometry, Advanced Math</i>	
Science	4
<i>Physical Science, Biology, Chemistry, Physics</i>	
Social Studies	3
<i>Gov/Economics, US History, World History</i>	
Health and Physical Education	1
Career, Technology, Agricultural Education	1
Foreign Language	2
<i>Spanish I &amp; II</i>	
Locally required or elective units	4
<i>Bible</i>	
<b>TOTAL UNITS (MINIMUM)</b>	<b>23</b>

## 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.

An assignment pad for recording homework assignments is required for all students. A parent's 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 P.M.** may be required after five (5) occurrences of incomplete homework per semester.

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. Student will not receive credit for work done by someone else or copied from someone else.

## 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.

## 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.

### **Standardized Testing**

Standardized assessments help determine how students are performing on nationwide standards. These assessments measure achievement in several important content areas including Reading, English Language Arts, Mathematics, Science, and Social Studies.

Standardized testing is administered each spring for students in grades 1<sup>st</sup>-11<sup>th</sup>. **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 and 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 training and to create a classroom and school environment in which learning can take place. Through prayer, counseling, and consistent training; 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 to the educational experience.

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 Conduct**

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 but not limited to 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.

*\*Each teacher will give out a behavior plan at parent orientation with specific expectations and consequences for his/her specific class.*

### **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.

## **Social Media**

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 social media accounts.

Any student who decides to operate a personal social media account or contributes to a blog must register the account with the administration. (Ex: Facebook, Instagram, Twitter, etc.) The account must be registered immediately upon its creation. Any student who creates an account prior to attending PCS must register the website/blog as soon as he/she is accepted as a student. All accounts will be monitored for content on a regular basis. Any student, found with social media material that is deemed inappropriate to the purpose and mission of PCS will be subject to disciplinary action up to and including immediate ineligibility to attend PCS.

## **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), all matches and lighters, skateboards, water guns, radios, tape players, and calculators, electronic devices, magazines not related to class work. Books that are brought to school must be checked for content by the teacher permitting the use of the book. All of 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 all other electronic devices 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 his phone on, taking pictures, text-messaging other students, etc., his phone will be confiscated until the parents retrieve it, and he will lose his privilege to have the phone in his possession.

## **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, field trips 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.
2. Fatigues and camouflage clothing are not permitted. Jackets may be worn but must be removed and hung up upon entering the classroom.
3. Clothing should not bear pictures or names of rock groups, television shows, actors, movies, peace symbol, or alcohol/tobacco product advertisements.
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. Color must be natural in appearance.
7. Students are not to wear tattoos (including fake or play ones) or mark each other with pens or markers of any kind.

### **Chapel Days**

Chapel days, every Wednesday unless told otherwise, are dress-up days. No sweatshirts, sweat jackets, denim, or tennis shoes should be worn into chapel. Boys should wear button-up shirts with ties (not pullover shirts). Girls should wear clothing that appears to be dressed up.

### **Dress Code for Boys**

1. Boys PreK – 2<sup>nd</sup> are allowed to wear T-shirts and shorts. Shorts must be knee length and must be loose fitting.
2. K3-K5 boys are not required to wear a belt, permitting their pants stay up on their own.
3. Boys 3<sup>rd</sup> - 12<sup>th</sup> are to wear ankle-length pants. A belt should be worn if the pants are so designed. No skinny jeans or tight-fitting pants will be permitted.
4. Jeans are to be neat and non-faded without any tears or holes. Patches need to match jean color.
5. Sleeveless shirts, muscle shirts, or T-shirts (undershirts) are not appropriate for school. Boys in 3<sup>rd</sup> – 12<sup>th</sup> grades must wear button-up or polo style shirts with a collar.
6. Boys are not to wear any type of jewelry. No piercing of any kind is permitted.
7. 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. For boys in 3<sup>rd</sup> – 12<sup>th</sup> grades, a shirt with a collar or turtleneck must be worn underneath. Boys that wear shirts with buttons must keep all but the top button secured. Turtlenecks are acceptable.

8. Boys are to have their hair cut regularly. Hair is to be combed and cut neatly off the eyebrows, collar, and ears. Hair style may not show any distinct lines or shapes and should not resemble worldly fads. Faces should be clean shaven at all times.

*\*Failure to comply within one week after receiving a notice will result in the child being sent to the office for the parent to pick up from school.*

### **Dress Code for Girls**

1. Girls are to wear skirts or dresses that must be knee length (middle of the knee) and must be loose fitting. Denim skirts are allowed.
2. Pre-K-2<sup>nd</sup> grade girls should wear leggings, shorts, or something underneath her skirt or dress for modesty while playing.
3. Skirts or dresses (including any slits) must conform to the school standard for length while walking, standing, sitting, and walking up steps.
4. Clothing is not to be tight, form-fitting, suggestive, immodest, revealing, or faded, sloppy, torn or with holes. Open back dresses are not permitted.
5. Girls are not to wear sundresses, pants, shorts, skirts with split above mid-knee.
6. See through and/or low-cut blouses and dresses may not be worn. No midriffs should be showing when arms are raised. Sleeveless dresses/shirts may not be worn.

7. 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.
8. Girls are not allowed to shave any part of their head (unless medically necessary), and must present a distinctively feminine hair style.

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

ATTENDING 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.

## **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 (three minutes or less) that your child's lunch may need to be warmed. 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 during lunch, please notify the teacher a few days in advance.

### **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.

### **Athletic Program**

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 \$30 will be charged for each 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 Athletes**

In order to be academically eligible to participate in the Sports program, a student must maintain a “C” average in Math, English, Science, and History collectively. That student must be passing in all subjects except one. That one subject may not be Math, English, or Bible. 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 achieved.

### **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 may be required by the coaches 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 or prior to 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. Seniors are given a privilege of leaving when they have completed their daily assigned classes.

### **School Closings**

If school must be closed due to inclement weather, the announcement will be made through several avenues including but not limited to: **Email Blast, One Call, MySchoolWorx, Class Dojo Facebook, Instagram, etc. 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 parents' functions of the school.
6. I will pray regularly for the teachers and administration of Philadelphia Christian School.

## **Four 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**

### **4. Repent and believe the gospel message.**

*"I tell you, Nay: but, except ye repent, ye shall all likewise perish."* **Luke 13:3**

*"That if thou shalt confess with thy mouth the Lord Jesus, and shalt believe in thine heart that God hath raised Him from the dead, thou shalt be saved."* **Romans 10:9**



**Philadelphia Christian School**  
**Signature Page**

\_\_\_\_\_  
Print Family Name

**2022/2023 School Term**

By my signature, I verify that I have read the student/parent handbook in its entirety, and agree to abide by the rules and regulations as described in its contents. I realize this form will be kept on file in the school office for future reference. I understand that this handbook does not contractually bind the school in any way, and that it is subject to change without notice by the school’s governing body.

\_\_\_\_\_  
Parent’s or Guardian’s Signature

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Date

\_\_\_\_\_  
Parent’s or Guardian’s Signature

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Date

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Student’s Signature

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Student’s Signature

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Student’s Signature

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Date

This page must be signed and turned in at the school office along with the student application. Both parents or guardian/s are to sign.