



Philadelphia

Christian School

STUDENT HANDBOOK 2024-2025

But they that wait upon the LORD shall renew their strength; they shall mount up with wings as eagles; they shall run, and not be weary; and they shall walk, and not faint
Isaiah 40:31

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A Ministry of



PHILADELPHIA
BAPTIST CHURCH

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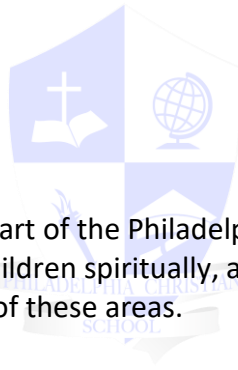
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We are delighted that you have chosen to be a part of the Philadelphia Christian School family and are thrilled to be able to partner with you in training your children spiritually, academically, and socially. By the grace of God, we are committed 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-tribulational 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 (PCS) is a uniquely religious, educational institution that seeks to provide a quality education in a distinct Christian environment. One of the goals of PCS is to work with parents and guardians to train Christian young men and women to be salt and light in their communities. PCS believes that the Bible is the inspired Word of God and sets forth absolute truth by which Christians are to live. PCS 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, PCS 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 biologically born man and one biologically born 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, Leviticus 20:13, Romans 1:18, 26-28, I Corinthians 6:9-10, Galatians 5:19, Ephesians 5:3, Colossians 3:5, I Thessalonians 4:3***)

What We Offer

We exclusively use the Abeka Curriculum for grades PreK-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.

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 PreK through 3rd grade classes in a traditional classroom setting. Our 4th – 12th grade Bible, Math and ELA classes are taught in a traditional setting, while the History, Science, and Foreign Language classes use the Abeka Master Video Program from the Pensacola Christian Academy. This program allows us to provide content specific instruction by a master teacher in each field and 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 through 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 graduate with an accredited diploma through the Accredited Enrollment Plan from the Abeka Academy. All students in 11th and 12th grades are required to enroll in the accreditation plan.

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](#). This application is a non-committal, informational application, not an official enrollment. 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 1st: **Kindergarten** - must be 5 years old **1st 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 enrollment 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.

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.



Tuition and Fees

Philadelphia Christian School Rates

2024-2025

All new & returning students must pay registration.

A \$150 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>NON-MEMBER</u>				
<i>Half day (12PM Dismissal)</i>				
		<u>Per Year</u>	<u>Per Month</u>	<u>Early Pay Discount</u>
1st child	K3-K5	\$2,750.00	\$275.00	\$2,600.00
2nd child	K3-K5	\$2,600.00	\$260.00	\$2,450.00
3rd child	K3-K5	\$2,450.00	\$245.00	\$2,300.00
<i>Full Day (3PM Dismissal)</i>				
		<u>Per Year</u>	<u>Per Month</u>	<u>Early Pay Discount</u>
1st child	K4 - 12th	\$3,000.00	\$300.00	\$2,850.00
2nd child	K4 - 12th	\$2,850.00	\$285.00	\$2,700.00
3rd child	K4 - 12th	\$2,700.00	\$270.00	\$2,550.00

OTHER FEES					
Registration	<u>Jan-Apr</u>	\$100	<u>May & after</u>	\$200	<i>due at enrollment</i>
Books	<u>K4</u>	\$150	<u>K5</u>	\$250	<i>due July 1st</i>
			<u>1st-12th</u>	\$400	<i>due Aug 1st</i>
Technology		\$100			<i>due Aug 1st</i>
Accreditation (11th-12th)		\$250			<i>due Aug 1st</i>
Testing (1st-11th)		\$25			<i>due Jan 1st</i>
Graduation (K5)		\$40			<i>due May 1st</i>
Graduation (12th)		\$80			<i>due May 1st</i>
Late Payments		\$15			<i>after the 10th</i>

A Christ-centered, Biblical-based, High Quality Education for less than \$4000

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

Financial Policy

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.

The financial commitment you made to our school represents an investment in your student's education and development of faith. All families are expected during registration to select a payment plan and to remain current in their payment of tuition and fees during the year.

Terms of Payment for Tuition and Fees: The tuition rate set at the time of registration continues throughout the school year and does not change, without approval from the School Finance Committee. Tuition for students registering after the first day of school will be prorated over the number of school months they will be in attendance. Should unforeseen circumstances arise, families are expected to promptly make suitable alternative arrangements with the School Administration and to remain faithful to them. All payments are to be made through the FACTS plan.

A. Options for payment include:

- i. Monthly. 10 payments, August-May.
- ii. Semester. Due August 1st and January 1st.
- iii. Full payment. Payment made by August 1st will receive a discount of \$150. (*A 5% discount for payoffs made from September through April. Due on the 1st of the month to receive the discount.*)
- iv. Other. Additional options such as weekly or biweekly can be made through the school office.

B. Payment methods.

- i. Automatic payments from checking/savings on either the 1st, 10th, 20th, or the last day of each month.
- ii. Automatic charge to credit or debit card on either the 1st, 10th, 20th, or the last day of each month. (*There is a convenience fee of 2.95% charged for credit/debit card payments.*)
- iii. Invoice payments on the 1st of each month. Invoice plans can be paid online or mailed to FACTS or in person at the School Office.

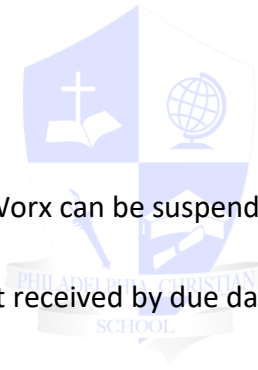
Past Due Accounts: It is the parent's responsibility to advise the School Administration if there are any problems with maintaining tuition payments on time. Failure to pay fees or tuition in a timely manner can result in the withholding of records (*including progress reports, report cards, or transcripts*), in the refusal to permit a child to re-register for the upcoming terms, or in a child's dismissal from school.

A. School imposed fee include:

- iv. \$15 Non-Sufficient Funds (returned item) fee (*This fee is automatic for any returned checks. For automatic payments the fee will not be charged unless there is a failed 3rd attempt at the withdrawal.*)
- v. \$15 Late fee 10-days after payment date.

B. Family accounts must be current for student to:

- vi. Begin class first day of school
- vii. Resume class after Christmas break.



- viii. Receive report card
 - ix. Re-enroll for upcoming year
 - x. Participate in graduation activities.
 - xi. Parent's online access to MySchoolWorx can be suspended
- C. If payment for full or semester plans is not received by due date, the discounted tuition rate will not apply.
- D. Any student whose family account is not in good standing will not be allowed to participate in graduation activities.

Discounts: Any variance from the stated tuition schedule must be approved by the School Finance Committee. Tuition may be discounted according to one of the following conditions:

- A. Sibling discount
- B. Students of faculty/staff
- C. Students of ministers and church staff
- D. Membership of Philadelphia Baptist Church

Refunds: A family who withdraws their student during the school year will be refunded advance tuition payments made according to the provisions below.

- A. Withdrawal notification must be made in writing to the school office.
- B. Registration and supply fees are non-refundable.
- C. A refund amount will first be applied to any past due balance for tuition and fee account.
- D. Tuition is due for the month of withdrawal if after the 10th.

FACTS Tuition Management: Since the stability of our school and the quality of its programs are of the utmost importance, we are always seeking ways to make improvements to benefit everyone. After much research and investigation, we have partnered with FACTS Management Company to help us manage our tuition payment program and financial aid assessment. FACTS is used by many schools in Georgia and over 6,500 schools nationally. We are excited to be working with them and are confident this program will offer greater efficiency and financial stability for the school while providing convenience to families.

One of our primary goals this year at PCS is to concentrate our efforts on improving the business side of our school. By taking advantage of the security and convenience of payment processing and information technology offered by FACTS, we remain committed to this goal.

FACTS provides flexible payment plan options to families at private and faith-based schools. Families can budget their tuition, making private school more accessible and affordable. Our process is simple, convenient, and secure.

Once your information is received and processed by FACTS, you will receive a confirmation notice. This notice will confirm your payment plan information. Please check this information for accuracy and contact your school or FACTS with any discrepancies.

You will realize these benefits by using FACTS for your tuition payment plan:

Convenience & Security: Along with multiple payment plan options, your payments are processed securely through a bank-to-bank transaction.

Payment Dates: For automatic withdrawal plans you have flexibility of what date your payments come out. Automatic payments may be made from a checking or savings account or from a variety of credit cards, if applicable.

Consumer Account: You may check your personal account or make payments online from the convenience of your home or office any time.

Peace of Mind Insurance: FACTS offers this optional benefit for a small fee. In the event of death of the Responsible Party or spouse, the remaining tuition balance owed for the current school year is paid to the school.

With FACTS, the school maintains decision-making control. As always, we will continue to work with families should special circumstances or "hardship" cases arise during the school year.

School Schedule

PreK/Kindergarten **Half-day:** 8:20 AM – 12:00 PM
 PreK/Kindergarten **Full Day:** 8:20 AM – 3:00 PM
 1st-12th Grades: 8:20 AM – 3:00 PM

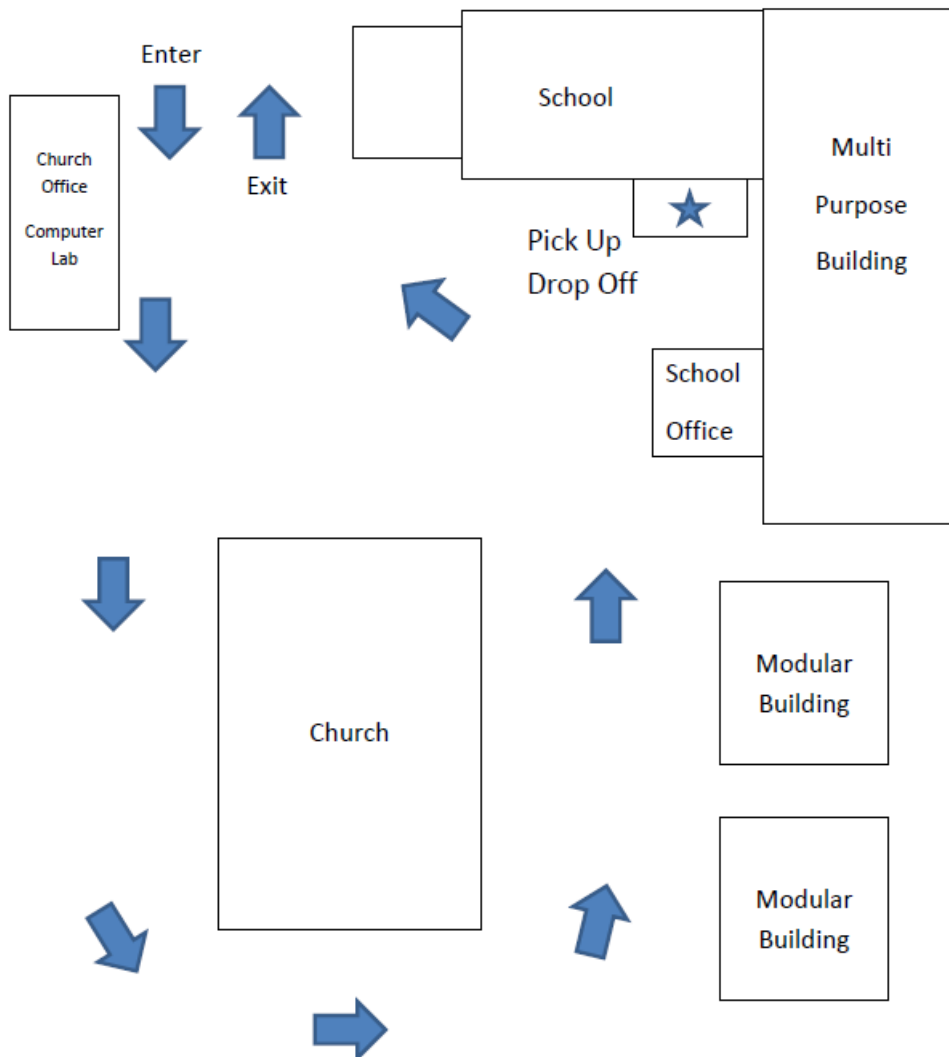
Early stay is a free program for those parents/guardians who **need** to drop their child off at 7:30 AM due to work schedule or other circumstances. Students are to be dropped off **NO** earlier than 7:30 AM

All other students are to be dropped off between 8:00 AM and 8:20 AM. Classes begin promptly at 8:20 AM, 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 PM, but **NO** later than 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 10 miles per hour. Please use extreme caution while driving on campus.



Attendance Policies

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 consider 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 is subject to be lowered one letter grade. This includes nine-week exams and semester finals.

Tardiness: Students coming to school after **8:20 AM** are considered tardy. A student must be in the building before **8:20 AM**. 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 AM** will be counted absent for the day.

Any student leaving school early must be signed out by an adult in the school office. **If a student is picked up early more than ten (10) days will earn a student detention.**



Illnesses/Injury

Illness: It is better for your child to remain at 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 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. Information from the office will be sent home at the beginning of the school year with instructions of how to sign on and use this tool.

Report Cards: Students, *K4 – 3rd grade*, will receive report cards every six (6) weeks. Students, *4th – 12th 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 semester and is determined by the following qualifications:

Highest Honors List - 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 **1st-8th** who have a failing yearly average in: **ELA/Reading**, **Mathematics**, or **Bible** OR the student has a failing yearly average in any combination of two subjects will not be promoted to the next grade level for the following school year.

Students in Grades **9th-12th** 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.

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 1st- 6th grade. Any student who fails to bring homework on the day due will be given a notice on MySchoolWorx, which the parent must acknowledge. The missed homework is still required to be made up within the next two class days. Failure to do so will result in a lower grade on the next quiz or test. **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. Students 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 send 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. Ungodly, unwholesome or questionable pictures, words, symbols, 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 a copy of the Bible available each day.

Standardized Testing: The IOWA Assessment is administered each spring for students in **grades 1st-11th**. Standardized assessments help determine how students are performing on nationwide standards. These assessments measure achievement in several important content areas including Reading, Language Arts, Mathematics, Science, and Social Studies.

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.

Philadelphia Christian School Graduation requirements (College Prep)

Meets State of Georgia & Abeka Academy Requirements

English/Language Arts <i>English 9, English 10, English 11, English 12</i>	4
Mathematics <i>Algebra I and II, Geometry, (Consumer, Business, or Pre-Calculus)</i>	4
Science <i>Physical Science, Biology, Chemistry, Physics</i>	4
Social Studies <i>Geography, Gov/Economics, US History, World History</i>	3.5
Physical Education	1
Practical/Performing Arts <i>Keyboarding/Document Processing</i>	1
Foreign Language <i>Spanish I & II</i>	2
Locally required or elective units <i>Bible</i>	4
General Electives <i>Health, Choir</i>	2.5
TOTAL UNITS (MINIMUM)	26

Philadelphia Christian School (High School Program)

**Bible Rotation of Genesis, Revelation, Life Management, Jesus & Followers, Bible Doctrines*

***Choice of Business, Consumer, or Pre-Calculus*

9th Grade

*Hebrew History
Algebra 1
English 9
World Geography (1/2 Semester)
Health (1/2 Semester)
Physical Science
Keyboarding*

10th Grade

Bible
Algebra 2
English 10
World History
Biology
Spanish 1*

11th Grade

Bible
Plane Geometry
English 11
US History
Chemistry
Spanish 2*

12th Grade

Bible
Math**
English 12
American Government (1/2 Semester)
Economics (1/2 Semester)
Physics*

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 at 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. Disrespect for 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 backtalking the teacher; nonverbal expressions of disrespect; writing or passing notes; talking during class; studying a subject other than the one being taught.
4. Students should bring their own supplies to class: books, notebooks, paper, pen, pencil, homework, and anything else assigned.
5. Class will be dismissed by the teacher only. Students will not get out of their desks until properly dismissed by the teacher.
6. Food, candy, and chewing gum are not allowed in classrooms.
7. Windows, lights, heat/air conditioners, drapes, furniture, and class fixtures are to be adjusted by the **teacher only**.

**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.
6. Profane, abusive, or slang language is not permitted at any time. Students' speech should be Christ-like.
7. 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.
8. 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.

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-inclusive, but these items are not permitted at school: tobacco in any form, alcoholic beverages, narcotics, dice, poker cards, knives, guns, explosives of any kind (including firecrackers), matches, lighters, skateboards, water guns, any 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 necessary by the school.

Electronic Devices (*phones, smartwatches, etc.*): Electronic devices may **NOT** be used **any time** at school. If brought into the facilities, they must be **turned off** and turned into his/her Homeroom teacher until dismissal. Failure to do so will result in the device being confiscated until the parents can retrieve it, and the student will receive After-school Detention for the first offence. offence(s) will receive other punishment deemed necessary by the administration.

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.)***

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

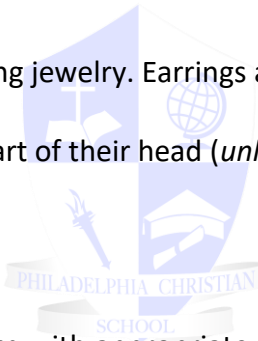
Boys:

1. **PreK – 2nd graders** are allowed to wear T-shirts and shorts. Shorts must be ***knee length*** and must be ***loose fitting***, and are not required to wear a belt, permitting their pants stay up on their own.
2. **3rd - 12th graders** are to wear pants. A belt should be worn if the pants are so designed.
 - a. Jeans, khakis, or dress pants at least ankle length.
 - b. No skinny jeans or tight-fitting pants will be permitted.
 - c. Jeans are to be neat and non-faded without any tears or holes. Patches need to match jean color.
3. Button-up or polo style shirts with a collar are required, unless wearing PCS spirit gear. Sleeveless, muscle, compression, under shirts (white) are not appropriate for school.
 - a. Shirt must have all but the top button secured
 - b. Shirts must be tucked in, unless the shirt is a sweater or hoody that is made to be worn out, in which a shirt with a collar must be worn underneath.
4. No jewelry and/or piercings of any kind is permitted.
5. Hair is to be combed and cut neatly off the eyebrows, collar, and ears.
 - a. Hair style may not have designs/shapes shaved into hair.
 - b. Must be conservative in style.
 - c. Faces should be clean shaven at all times.

Girls

1. Clothing is not to be tight, form-fitting, body-shaping, suggestive, immodest, or revealing.
2. Extremes in styles are discouraged.
3. Girls **MUST** wear skirts/dresses that must ***cover the knee*** and must be ***loose fitting***.
 - a. No pants, shorts, or capris.
 - b. Denim skirts are allowed, other than on chapel days.
 - c. Length must ***cover the knee*** while walking, standing, sitting, and walking up steps. Length includes the slit as well.
 - d. **PreK - 6th graders** should wear leggings, shorts, or something underneath their skirt or dress for modesty while playing.
4. Tops should cover shoulders, chest, and midriffs at all times.
 - a. No see-through materials.
 - b. No more than 3 finger width from collar bone in front and no more than 4 finger width from base of neck in the back. Sleeves should be at least 4 finger width from ball of shoulder.
 - c. No sleeveless or backless shirts or dresses, without a covering worn at all times.
5. Clothes should not be faded, sloppy, torn or with holes. Undergarments should ***never*** be visible.

6. Good taste should be used concerning jewelry. Earrings are limited to 2 per ear. ***No other piercing is allowed.***
7. Girls are not allowed to shave any part of their head (*unless medically necessary*) and must present a distinctively feminine hair style.

**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. Clothing should not bear pictures or names of secular music groups, ungodly television shows, actors, movies, ungodly symbols (*peace, anarchy, etc.*), and/or alcohol/tobacco advertising.
3. 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.
4. A conservative amount of hair coloring will be allowed. The term “conservative” will be interpreted by the administration. Color must be natural in appearance.
5. 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 pants or skirts, or tennis shoes should be worn into chapel. Boys should wear button-up shirts with ties. Girls should wear clothing that appears to be dressed up.

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. **NO** Santa, Elves, Easter Bunny, Eggs, Halloween objects, etc.

School Closings: If school must be closed due to inclement weather or other events, the announcement will be made through several avenues including but not limited to: Email Blast, One Call, MySchoolWorx, Class Dojo, social media, 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.

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 \$75 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 an overall "C" average in core subjects (*math, English, history, science*) and cannot be failing more than one of any other subjects (*foreign language or electives*). Grades are checked every three weeks.

If a student becomes academically ineligible, he/she will be put on a three-week probation. If the academic status has not improved during the probation period, the student will then be required to miss any competition for another three weeks. If the academic status has not improved during the second three-week period, the student will be dismissed from the team.

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, especially during dismissal as we are all monitoring the safe dismissal of students.**

The staff desires a harmonious relationship with parents. If parents have a question about a school policy or an event that involves their child, they are to notify the child's teacher. An effort will be made to resolve any differences and maintain excellent communication between parents and ministry staff. Parental support is an essential part of the educational process. If in the sole discretion of the administration, a parent has failed to support the ministry staff or the school's policies and procedures, including the code of conduct, which is based on the statement of faith, the administration reserves the right to deny the student continued enrollment in the school.

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., Ms., 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.

Student Driver Guidelines: Students who are eligible to drive to school must fill out a Student Driver form and adhere to all guidelines.

1. Students are not permitted to transport other students to or from school without written permission from all parents involved and the school administration.
2. While a student vehicle is on school property, the administration has the right to search the vehicle, if necessary, without obtaining permission of the student or the owner of the vehicle.
3. Students driving to school should park in the designated spaces.
4. 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.
5. Students may return to their cars only with permission from the school administration office.
6. At the end of the day, students should go directly to their cars when dismissed and promptly leave the school property.
7. All students involved in sports MAY be required by the coaches to ride the bus provided for practice and games and will not be permitted to drive their cars without written permission.
8. 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.
9. Members of the opposite sex will not be permitted to ride to and from school or school related activities unless they are chaperoned or are members of the same family.
10. Speeding, squealing of tires, loud engines or music, or reckless driving of any type will not be tolerated.
11. Students are not allowed to leave campus for lunch or any other times throughout the school day.
 - A. Seniors are given a privilege of leaving for lunch or when they have completed their daily assigned classes, if given permission from parents at the beginning of the year.

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.

Five Truths About Your Spiritual Life

1. God knows who you are and loves you.

Did you know that God loves you? Take a moment to really think about that statement—God loves you. Regardless of your race, age, background, past failures or any other aspect of your life, He deeply cares about you and is personally aware of all that is going on in your life. In short, God has an incredible love for you and wants more than anything else to have a genuine, personal relationship with you that can last forever. **John 3:16** *"For God so loved the world, that he gave his only begotten Son..."*

2. Sin has separated you from God.

You have a problem; in fact, we all have it. We have broken God's commands. The Bible calls this sin. In **Romans 3:23**, it specifically says *"For all have sinned, and come short of the glory of God."* Have you ever lied, stolen, or thought a wrong thought? Each of these actions break a command of God. Looking honestly into our own hearts reveals the truth – we have all committed sin. And sin has devastating consequences –eternal separation from God, which the Bible refers to as spiritual death. **Isaiah 59:2** *"But your iniquities (sins) have separated between you and your God..."*

3. Good works cannot earn you a home in heaven with God.

No amount of morality or good deeds can bridge the gap to God. Man's shortcomings is not a behavior problem, it is a sinful heart problem. Most people think if they do enough good things in their life it will eventually earn them a home in heaven with God. But the Bible says in **Proverbs 14:12** *"There is a way which seemeth right unto a man, but the end thereof are the ways of death."*

4. Jesus Christ is the only way to know God.

Jesus Christ is just as much God as God the Father is, yet He came to earth and lived a human life. Jesus faced all the trials and temptations that we face but never sinned. He voluntarily died on the cross, having done nothing wrong, there He finished His greatest work. He paid for your sin. Then three days later, He would rise from the dead, proving to all that He truly was God. **Romans 5:8** *"But God commendeth his love toward us, in that, while we were yet sinners, Christ died for us."*

5. You must place your faith & trust in Jesus Christ.

God wants to have a relationship with you through His Son, Jesus Christ. He wants to take your sinful heart and transform it permanently. Today, will you choose to believe in Christ? Right now you can pray and ask God to forgive you of your sin. All you need to do is put your faith and trust in Jesus Christ believing He alone can save you. **Romans 10:13** *"For whosoever shall call upon the name of the Lord shall be saved."*



Parent's Statement of Cooperation

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 always:

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.

I will pray regularly for the teachers and administration of Philadelphia Christian School.

I agree not to be critical of school policy before my child nor openly to others.

I agree to comply with the policies of Philadelphia Christian School as set forth by the Administration.

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.

I give my permission for the school to regularly use photographs for media purposes such as yearbooks, newspapers articles, slide show presentations, social media etc.

I will attend periodic meetings and parents' functions of the school.

I agree to make my payments on time and will follow through with the payment plan set up at the beginning of the school year. I understand that I may be asked to withdraw my child if my account becomes past due.

It is my understanding that the policy of the school is to make no refunds on registration fees or any part of monthly tuition.

Philadelphia Christian School

Handbook Signature Page

2024-2025



Family Name

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/Guardian Signature

Date

Parent/Guardian Signature

Date

Student Signature

Date

Student Signature

Date

Student Signature

Date

Student Signature

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.