

Fairhill Christian School Parent – Student Handbook



**Commit Your Way to the Lord...Psalm 37:5
Let Your Light Shine Before Men...Matthew 5:16**

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SECTION 1: ABOUT FAIRHILL CHRISTIAN SCHOOL

WELCOME!

Welcome to Fairhill Christian School. Since 1980, Fairhill has been providing quality, Christ-centered education. It is our goal to be a school of excellence. For us, "excellence" means pleasing to the Lord. Therefore, we endeavor to be a school that operates and instructs in complete harmony with biblical truth. Our desire is for Fairhill to be a ministry that consistently and accurately reflects God's character.

Our God is a God of order. He commands that His work be "done decently and in order" (I Corinthians 14:14). This Parent-Student Handbook is an attempt to do just that. It is not an exhaustive representation of all school rules, policies and practices. On rare occasions, school administration may need to modify some of the policies or procedures in this handbook. Additionally, this handbook will be updated annually before the start of each school year.

Thank you for investing the time to read and understand this handbook. Please contact school administration with questions. Please be aware that Fairhill Christian School administration reserves the full authority in interpreting and implementing the policies and procedures in this handbook.

OUR MISSION:

Fairhill Christian School exists to glorify God by providing quality Christ-centered education that will nurture students to become spiritually minded, academically versed, socially balanced and equipped to make a positive impact within their community to the glory of our Lord Jesus Christ.

STATEMENT OF FAITH:

Fairhill Christian School is a ministry of the Fairhill Community Church of God and the Church of God of Anderson, Indiana. Fairhill Christian School has a diverse student body and faculty. Our students and faculty hold diverse doctrinal beliefs. The individual doctrinal beliefs of our staff or faculty are not specifically addressed within this statement of faith. Doctrinal differences are best left to the home and the family church for discussion.

In essential beliefs — we have unity.

"There is one Body and one Spirit...there is one Lord, one faith, one baptism, and one God and Father of us all..." Ephesians 4:4-6

In non-essential beliefs — we have liberty.

"Accept him whose faith is weak, without passing judgment on disputable matters... Who are you to judge someone else's servant? To his own master he stands or falls... So then each of us will give an account of himself to God... So whatever you believe about these things keep between yourself and God." Romans 14:1, 4, 12, 22

In all our beliefs — we show charity.

*"...If I hold in my mind not only all human knowledge but also the very secrets of God, and if I have the faith that can move mountains — but have **no love**, I amount to nothing at all."* 1 Corinthians 13:2 (Phillips)

The Essentials We Believe:

We believe in one living and true God, eternal and of infinite power, wisdom, goodness and righteousness. He is a loving and faithful God who is the Creator and preserver of all things (Genesis 1:1; Jeremiah 10:10; 1 Timothy 1:17). In the unity of this Godhead there are three persons of one substance with identical qualities and attributes: the Father (God), the Son (Jesus Christ), and the Holy Spirit (John 1:1, 2; 4:24; 5:18; 10:30).

We believe in the divine nature of Jesus Christ. God's only son, who was conceived by the power of the Holy Spirit and born of the virgin, Mary, Christ was both fully man and fully God. He walked our earth, suffered at the hands of men, was crucified, died and buried as a sacrifice for the sins of all men and women everywhere. The purpose was to restore our relationship to God which is broken by sin (disobedience) (John 3:16; Romans 5:10; Ephesians 5:2). Christ rose from the dead and ascended into heaven in full victory over Satan and sin. He now intercedes for the body of believers to God the Father (Matthew 28:5-9; Luke 24:4-7).

The Holy Spirit is co-equal with the Father and the Son of God. He is present in the world to make men aware of their need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with power for living, understanding of spiritual truth, and guidance in doing what is right. As Christians, we seek to live under His control daily. (2 Corinthians 3:17; John 16:7-13, 14:16,17; Acts 1:8; 1 Corinthians 2:12, 3:16; Ephesians 1:13; Galatians 5:25; Ephesians 5:18)

We believe that the sixty-six books of the Old and New Testaments combined constitute the Christian scriptures; no books may be added or deleted. The Bible is God's Word to us. It was written by human authors, under the supernatural guidance of the Holy Spirit. It is the supreme source of truth for Christian beliefs and living. Because it is inspired by God, it is the truth without any mixture of error. (2 Timothy 3:15-17; 2 Peter 1:20, 21; 2 Timothy 1:13; Psalm 119:105, 160, 12:6; Proverbs 30:5)

People are made in the spiritual image of God, to be like Him in character. People are the supreme object of God's creation. Although every person has tremendous potential for good, all of us are marred by an attitude of disobedience toward God called "sin". This attitude separates people from God and causes many problems in life. (Genesis 1:27; Psalm 8:3-6; Isaiah 53:6a; Romans 3:23; Isaiah 59:1, 2)

We believe that Jesus Christ, the living Son of God, was given by God as a sacrifice for the sins of all men. Christ died on the cross to mend the broken relationship which was caused by man's sin of disobedience. This severed relationship between God and man may be restored into perfect harmony through belief in Jesus Christ by faith and not on the basis of our works (Galatians 5:4, 5; Ephesians 2:8, 9). This belief and faith in Jesus Christ, recognizing Him as Lord and Savior gives men and women the free gift of eternal life (John 1:29, 3:6; 1 Corinthians 5:7; Ephesians 5:2; Peter 1:19). After receiving salvation by faith through belief in Jesus Christ, the "born-again" (John 3:3) believer may live free from the judgment of God, by living a life according to the teaching of the scriptures and trusting the Holy Spirit for the power to live a holy life according to God's Word.

We believe that after we have experienced regeneration it is possible to fall into sin, for in this life there is no such height or strength of holiness from which it is impossible to fall. But, by the grace of God, one who has fallen into sin may, by confession and true repentance, find forgiveness and restored fellowship with God (Matthew 18:21,22; 1 John 1:9; 2:1, 24-25).

We believe that even though men and women cannot receive salvation by good works, their good works are still pleasing to God and show evidence to a true faith in God, and Jesus as Lord of the believer's life (Matthew 5:16; 7:16-20; Romans 3:20; Galatians 2:16; James 2:18, 22).

We believe that God's gracious work of salvation includes the promise that, by the infilling of the Holy Spirit we can be cleansed from all filthiness of the flesh (in action) and spirit (in attitude) perfecting holiness in the fear of God. By abiding in Christ we enjoy victory over eternal sin. This moment by moment walk with God will bear the fruit of holiness in our lives and will enable us to live a credible witness before the world. (Deuteronomy 30:6; Luke 1:74-75; Acts 15:8-9; 1 Corinthians 6:11; Ephesians 4:13, 24; 1 Thessalonians 4:3, 7; James 4:8)

We believe that the Holy Spirit has given spiritual gifts to all believers for the purpose of building up the body of Christ and bringing glory to God. The gifts are to be exercised in love and emphasize the need for unity (1 Corinthians 12:4, 11, 18, 21-25; Ephesians 4:11-16).

We believe all believers everywhere are a part of God's church. Theological differences are secondary to our bonding by faith in Christ. Divisions between Christians are sinful since they are certainly not the will of God (John 17). Therefore, we will attempt to be an influence in the larger Christian world by putting unity into practice.

We believe in the personal return of Jesus Christ to receive His believers into heaven and eternal life. The time of His return is unknown, but may be at any moment. This is the glorious hope of all God's children (John 14:1-3; 1 Thessalonians 4:13-18; James 5:7-8; Revelation 22:12, 20). We believe that those who have not accepted Christ as their personal Savior, and are unrepentant, will be judged by God in His perfect justice and doomed to eternal punishment (Ecclesiastes 12:14; Matthew 25:31-46; 2 Corinthians 5:10; Romans 2:16).

Statement on Gender, Marriage, and Sexuality:

We believe that God, in perfect wisdom and love, creates each person in His image as either male or female. These two genetically unique and distinct genders have equal worth before God, while complementing each other in reflecting the image and nature of God. Since an individual's genetic gender is biologically determined and created by God (Genesis 1:27; Genesis 5:2; Matthew 19:4; Mark 10:6) the intent or act of surgically altering one's biological sex to a different sex is a sinful offense before God.





We believe that God, in perfect wisdom and love, designed and defined marriage to be a lifelong union between one man and one woman (Genesis 2:24; Matthew 19:5-6; Mark 10:6-9; Romans 1:26-27; 1 Corinthians 6:9). God alone, as the giver of life and marriage, holds ultimate authority on how marriage is defined, which He has authoritatively communicated in the Scriptures, such as those referenced above. Any definition that contradicts God's design will not be recognized as legitimate by Fairhill Christian School.

We believe that God, in perfect wisdom and love, established marriage as defined above to be the only proper setting for sexual intimacy. All forms of sexual activity that take place outside of the sexual intimacy between a husband and wife (such as adultery, fornication, homosexual behavior, bi-sexual conduct, bestiality, incest and pornography) are sinful and offensive to God (Matthew 15:18-20; 1 Corinthians 6:9-10; 1 Thessalonians 4:3; Hebrews 13:4).



We believe that in order to preserve the function and integrity of Fairhill Christian School as a local Christian ministry and to provide a biblical role model, it is imperative that all persons affiliated in any capacity with Fairhill Christian School *must* agree to and abide by this "Statement on Gender, Marriage, and Sexuality."

OUR CORE VALUES:

God: Absolute dependence on God which supports a vibrant relationship with Jesus Christ through the Holy Spirit as evidenced by:

-  Regard for the Bible as the only true, infallible and divinely inspired word of God and the only inerrant authority for faith and practice.
-  Reliance on prayer
-  Commitment to a lifelong study of the Bible in order to bring our lives into conformity to the image of Christ
-  A Christian worldview consistent with the word of God

People:

-  Respect for individual worth and uniqueness of everyone
-  Conformity to a Godly lifestyle

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- 🌱 Godly relationships with respectful and open communication
- 🌱 Teachers who nurture, respect and encourage students and families
- 🌱 Partnering with committed, involved parents to further students' education and spiritual growth

Education:

- 🌱 Pursuit of academic excellence
- 🌱 Pursuing spiritual maturity in Christ
- 🌱 Integration of a Christian perspective into all subject matter
- 🌱 To motivate and inspire students to enjoy a lifetime of learning and growth
- 🌱 A well rounded traditional academic program

PHILOSOPHY OF EDUCATION:

Fairhill Christian School is committed to a Christian philosophy of education. That means that every facet of education is conditioned and directed by a Christ-centered, Biblical perspective.

We believe that God created and sustains all things through His son Jesus Christ; therefore, the universe and all life are dynamically related to God and exist for the purpose of glorifying Him.

Fairhill Christian School's authority for Christian education is delegated by God through parents. The goal of Fairhill Christian School is to partner with parents in training their children to know, love, obey, and serve God.

The heart and soul of our educational program at Fairhill Christian School is not our textbooks but our teachers. We seek teachers who are solidly committed to Jesus Christ and well prepared to communicate God's love and His principles for living by example in both life and profession.

Therefore, the methods used at Fairhill Christian School facilitate the student's spiritual, intellectual, emotional, social and physical growth so that the student can glorify God. This growth comes from integrating Biblical truth and educational knowledge and applying the synthesis to life situations.

Fairhill Christian School focuses on developing a mastery of traditional core content (Bible, Language Arts, Math, Science, and Social Studies) expanded by enrichment programs to provide an academically excellent educational experience.

What will ultimately determine the success of Fairhill Christian School is whether what is accomplished there is "to the glory of God." (1 Peter 4:11) if God rather than men is served and exalted, then students and teacher will be seen as unique, very special creations of the Lord. They will learn to desire a closer relationship with their creator and be equipped to serve Him all their lives. There is no greater challenge for Fairhill Christian School.

SECTION II: SCHOOL LEADERSHIP

SCHOOL BOARD:

The school is a non-profit Christian education ministry. We are not a for profit business venture. The school board serves as the governing body of Fairhill Christian School. The men and women of this board meet on a regular basis to discuss and lead in policy matters concerning the school's operation and direction. They are dedicated to Christian education and are committed to providing the highest quality academic and spiritual education. As the board and administrator chart the course for the school they must seek and find the Lord's will at every point. This requires an understanding of Biblical principles, the ability to pray through a matter to reach a proper decision and the faith to believe God for all things. It also requires courage, for the school has adversaries and is opposed by Satan. A secular, mechanical approach to the board falls short of the spiritual leadership demanded for a successful, effective school.

- 🌱 New board members will be selected by a nominating committee appointed by the Fairhill Church

Council.

- 🌱 The school board consists of members of Fairhill Community Church of God and students' parents.
- 🌱 Board members will serve a 3-year term. No person shall be elected to the school board for more than 2 consecutive terms. There shall be at least a 1-year absence before being eligible to run for another term.
- 🌱 The members of Fairhill Community Church will vote for the board members at the annual church business meeting.
- 🌱 The Principal and the Pastor are non-voting members.
- 🌱 Any FCS board member that misses 2 consecutive meetings of the school board without good cause may be removed from his or her elected position (Section 5, Fairhill Community Church of God- By Laws).
- 🌱 When a board member has children of school age, the children are required to attend FCS unless a special need is present preventing them from attending FCS (Requires School Board Approval).
- 🌱 The school board shall appoint board's members to fill vacancies when there is more than 60 days before the end of the vacant seats term.

BOARD OPERATIONS:

- 🌱 Board will meet once a month.
- 🌱 The Chairperson will oversee the meeting and the Principal will give a monthly report stating the current enrollment, current and future goals and other items of concern.
- 🌱 If a parent wishes to speak at a board meeting, the parents are asked to please notify the chairperson of the board in advance of the meeting. If they are coming to discuss a particular teacher, the teacher will be asked to be present.
- 🌱 FCS is a church sponsored school and ultimate responsibility for the school lies with the church council of Fairhill Community Church. The school board is set up to be an arm of the church council.
- 🌱 Subcommittees of the board will be formed and meet together for special projects. These committees may consist of non-members.
- 🌱 Three members of the board shall constitute a quorum.

SCHOOL BOARD PURPOSE:

- 🌱 Establish school policies: The school board and administrator are responsible for establishing the major policies governing the school.
- 🌱 Employ quality faculty and staff: The administrator is responsible for the initial recruiting and screening of school personnel. The board has the ultimate responsibility for hiring and retaining personnel. The board and the administrator work closely to ensure quality personnel are hired and retained.
- 🌱 Maintain fiscal stability and integrity: Provide adequate buildings and equipment. The board must keep constant pressure upon itself to accomplish these things without undue tensions or financial disasters.
- 🌱 Provide benefits: Provide faculty and staff salaries and benefits. The board is responsible to provide a reasonable salary and adequate fringe benefits to allow the faculty and staff members to do their work without undue financial pressure.
- 🌱 Meetings: The school board and administrator will normally meet together once a month. Additional board meetings will be scheduled as the work-load necessitates.

SECTION III: ADMISSIONS AND FINANCIAL POLICIES

ADMISSION TO FCS:

New families may apply for admission to FCS at any time. In the event a class or grade is full a waiting list will be established. Families will be notified of vacancies as they occur and in the order they are listed on the waiting list.

ADMISSION STANDARDS:

Kindergarten:

🌱 K 3 students must be 3 years of age on or before September 1st.

🌱 K 4 students must be 4 years of age on or before September 1st.

🌱 K 5 students must be 5 years of age on or before September 1st.

All students in K 3 thru K 5 must be 100% potty-trained. (Child needs to be able to clearly notify teacher of the need to use the restroom.)

Students, who have three accidents, either urinating on themselves or soiling themselves, will be asked to leave the school until they can use the restroom on their own.

First grade students must be 6 years of age on or before September 1st.

As part of our ministry it is important to maintain a harmonious atmosphere of respect, discipline and love. All students are welcome to apply to Fairhill; however, students in the following categories may not be accepted.

🌱 Students that have been expelled from another school

🌱 Students that are more than two grade levels behind academically. Applicants who are behind academically should include a statement that includes the reasons as well as the plan to get on track.

🌱 Students who do not wish to attend our school or do not want to attend voluntarily. The atmosphere within a school is a critical component to the educational process and the spirit within a ministry. Applicants who openly do not wish to be here can create unnecessary tension and disrupt the objectives of this school and ministry.

APPLICATION/ENROLLMENT PROCESS:

The application packet contains all the necessary forms to begin the enrollment process. Application packets are available for K3 thru 8th grade.

Steps to take visit the school

Complete entire application packet / accompanied by non-refundable

registration fee Family interview with the Principal

Testing for grade level

The school will notify you by phone or in writing of your child's enrollment status. At the time of acceptance, you will be required to pay the Registration Fee. Once you have made the payment you are enrolled in Fairhill School and are placed on the class roster.

BOOK AND MATERIAL FEE:

A book and supply fee is charged annually at enrollment and is used to pay for textbooks, teacher guides, test and quiz books, maps and charts, flash cards, workbooks and various consumable classroom supplies and materials. If a

student loses or damages a book, the student will be asked to pay the cost to replace that item. The school supply and material fee covers all items used in the classroom and school supplies.

FINANCIAL POLICY:

FCS uses an outside billing source called FACTS. All families will use FACTS for tuition payments. **FACTS does charge a nominal enrollment fee.** At the beginning of the school year each family is invoiced for that school year's tuition. When the enrollment process is complete the family is contractually obligated to an entire academic school year. Registration, book fees, lunches, aftercare and any other miscellaneous charges can be paid at the office.

If a family decides to withdraw from Fairhill Christian School at any time during the school year they are obligated to pay the tuition balance for the year. If a family is asked by the administration of Fairhill Christian School to leave the school, tuition will not be billed after the date of withdrawal. Military personnel with official orders for a permanent change of station move are released from obligation to pay tuition charges after withdrawal.

KINDERGARTEN CLAUSE:



We recognize that not all children are ready for K3, or K4, If a child is not adjusting to the classroom and the teachers, parents and Fairhill administration mutually agree that it is in the best interest of the child that the child be withdrawn from the program the family will not be liable for the entire school year tuition. The family will be responsible for the tuition for the remainder of the semester the child is withdrawn from.

Families will not receive quarterly grades and will be blocked from Gradelink if tuition payments are not current at the end of each quarter.

Families with tuition balances over 60 days past due will be asked to withdraw their child until their tuition balance is made current. We are very understanding and will make every effort to work with our families. If you need accommodation, please communicate with the office before your account gets behind.

Families using full time aftercare will have the charge added into FACTS There is a \$30.00 non-sufficient fund fee on all returned checks. A second non-sufficient check will suspend check writing privileges for the year. To be fiscally responsible, a 5% service fee will be charged for credit card transactions done at the school. This fee is not charged for monetary donations.

All accounting functions are handled by Fairhill Christian School and FACTS. Should you have any questions concerning your account please contact the school office in person or by phone at 907-457-2167. Questions can also be addressed through email at fairhilloffice@gmail.com.

-  All school obligations must be paid in full before the school will release any records.
-  All school obligations must be paid in full before a student can begin a new school year.

SECTION IV: ACADEMIC POLICIES

CURRICULUM:

Fairhill Christian School uses A Beka curriculum. A Beka material is utilized by Christian schools and home school parents across the nation. Published in Pensacola, FL., A Beka has a good reputation for being challenging, encouraging and thoroughly integrating faith with academic goals. Teachers are also able to supplement the A Beka material where and when appropriate with material that is appropriate with current learning objectives and supports or falls in line with FCS's statement of faith. Supplementing curriculum allows our teachers the freedom to encourage learning where students want more.

- ✦ Arrangements for private piano and other musical instrument lessons are available.
- ✦ Coordination for private tutoring sessions in academic subjects may be available.
- ✦ Sports and club activities may be available.
- ✦ Other activities will be offered as they are made available; including: art, choir, foreign language, computer, etc.

GRADING AND REPORT CARDS:

Report cards are issued four times a year. Fourth quarter, or final report cards, will be retained in the office for those students with outstanding accounts. Fairhill utilizes Gradelink online grade management system. Gradelink provides parents easy access to student's grades at any time throughout the year.

Fairhill's grading scale is as follows:

A+: 97-100	A: 93-96	A-: 90-92
B+: 87-89	B: 83-86	B-: 80-82
C+: 77-79	C: 73-76	C-: 70-72
D+: 67-69	D: 63-66	D-: 60-62

PROGRESS REPORTS:

Progress reports will be issued the 5th week of each quarter. Progress reports provide students, parents and teachers with an assessment of a student's current standing within the current semester.

ACADEMIC PROBATION:

Academic probation is a tool used by the faculty and administration to oversee the progress of a student or students at Fairhill. Academic probation is a period of time, to be determined on an individual basis, with the advice and consent of the student's parents/guardians, the teacher or teachers and the Principal. During academic probation a student's grades and school performance are monitored to evaluate ability, performance, improvement and other factors related to academic success. At the conclusion of a period of academic probation the teacher or teachers and Principal will meet to evaluate the student's performance during the probationary period. A meeting will be held with the parents/guardians of the student to discuss the probationary period and further courses of action. Academic probation may be necessary for new students entering Fairhill; a student returning to Fairhill or students whose current performance requires additional monitoring for future evaluation. . Parents of children with significant learning disabilities, autism spectrum disorders, and/or physical challenges who have an Individual Education Plan (IEP) should strongly consider if Fairhill Christian School is the best placement for their child. Fairhill Christian School does not service IEPs as mandated in public schools. FCF does not currently supply the resources to manage and implement such plans.

If academic probation is necessary for a new or returning student, appropriate allowances to the financial policy agreement will be made in the event the student is not able to continue attending Fairhill.

ACADEMIC REQUIREMENTS FOR ATHLETIC PARTICIPATION:

Some activities may require a safety or orientation meeting prior to participation. Any student who desires to participate in any Fairhill sport or club activity must have no less than a 70% in every class he or she is enrolled in at Fairhill.



HOMEWORK:

Homework is an integral part of the educational program. Every student is required to complete homework assignments.

Students will vary greatly in time spent on homework due to interest, skill, and motivation.

Questions concerning homework assignments or classroom procedures and policies should be directed to the teacher. Parents are urged to make arrangements with the teacher concerning missed work due to absences. For each day absent, the student will be given an equal number of days to submit completed work.

Because homework is an integral part of the academic process, students will be held accountable academically and punitively for failure to submit completed homework assignments on time and as directed by their respective teacher.

-  Students will receive a demerit for each homework assignment that is not submitted on time or as directed by the teacher. Additional demerits will be earned each day the homework assignment is not turned in.
-  Demerits must be signed and returned the day after they are awarded. Failure to return a signed demerit will result in a second demerit being awarded.

Students in 3rd through 8th grades are required to utilize student's planners to keep an accurate record of current assignments, homework, long term assignments and sports or activity schedules. Responsible time management is an important aspect of the education process. Each student is encouraged to manage their time wisely. We are happy to assist all of our students with developing a schedule that balances the appropriate time necessary for school work as well as extra-curricular activities. Because time management is more than just a school issue, we strongly encourage our student's parents/guardians to assist their respective student develop a successful time management schedule.

GRADE PROMOTIONS: Promotion from grade to grade is based upon successful completion of the academic requirements of the grade the student is currently attending. Teachers may, from time to time, as warranted through observation and experience, recommend that a child be retained in their current grade for an additional year. In those cases, where retention is considered, the teacher will arrange a conference with the Principal and the student's parents/guardians.

STANDARDIZED TESTING:

To give the administration and faculty an objective understanding of the progress of each student and all the students consecutively, all students will be tested in the spring of each year. Fairhill utilizes a standardized achievement test.

SECTION V: GENERAL SCHOOL POLICIES

ATTENDANCE POLICIES:

Alaska state statute requires regular attendance of all students attending public or private school. To ensure students and Fairhill Christian School is compliant with state attendance statutes, all elementary students shall miss no more than 5 days per year. All secondary students shall miss no more than 2 days per quarter. Any student who misses more than 8 hours per quarter in any class or 8 days in any quarter will not receive a passing grade for that quarter. Fairhill staff will contact the parent/parents or guardian/guardians of any student who misses two or more days per week. A meeting will be scheduled with the school Principal, respective teachers and the parents/guardians of any student who accumulates 5 or more absences per quarter. If excessive absenteeism persists the student and family will be referred to the school board for further action.

Students wishing to participate in any school or class activity must have attended school the entire day prior to the activity. Exceptions must be approved prior to the absence.

In compliance with state attendance standards, Fairhill administration will maintain a record of all student attendance.

Tardy:

School begins at 8 am any student arriving after this time will need to be walked into the school building by the parent. The first tardy is considered a grace tardy we understand unforeseen situations happen. The second tardy is a warning and the third tardy the family will be charged a \$50.00 fee. You may call the office prior to 8 am to discuss the situation and see if you be given excused tardy.

A doctor appointment will be considered excused if there is a doctor's note. Phone calls in advance of car troubles/ road conditions during bad weather will be considered excused.

INCELEMENT WEATHER

It is not the policy of Fairhill Christian School to close or dismiss school due to cold weather. Any student who misses school as a result of cold weather will be considered absent. The school administration may, when extreme conditions exist or are forecasted, in an effort to ensure the safety of all students and staff close school until the condition no longer exists. Any school days missed due to school closures may have to be made up at the end of the school year. The administration of Fairhill Christian School will, whenever possible, appropriate and for continuity's sake, dismiss school in conjunction with the Fairbanks school district.

VOLUNTEERS:

Volunteering is a great way to get to know the faculty, staff and student body of the school. Volunteers are appreciated and a dynamic part of the education process. The parents of each family whose children attend Fairhill are to perform 20 hours of service (per family) to the school (10 hours for single parent families), 10 hrs a semester. These service hours need to be in activities that directly affect the school and are approved by the school administration or the School Board. It will be the responsibility of the families to sign the Share Hour Book located in the school office within 24 hours of completing the share hours to document completion. Total Share Hours must be completed by May 10. At the end of each semester, there will be a charge of \$10.00 per hour for service hours not completed, added to your bill.

BACKGROUND CHECK REQUIREMENTS:

The State of Alaska and Fairhill Christian School require that all school employees or volunteers that will have

supervised or unsupervised contact with students to submit to a background screening process. The background check may include criminal, civil, personal references, driving record or credit history. All background check results will be maintained in the applicants or employee's personnel file. All records maintained in a personnel file are kept classified with restricted access.

Employee's or volunteers whose background check reveals questionable results will be contacted for verification and explanation of the results. While some criminal offenses prohibit employment or volunteering at Fairhill Christian School, not all criminal history immediately prohibits an individual from employment or volunteering with Fairhill Christian School. The administration of Fairhill Christian School will address and consider each applicant for employment or volunteer on an individual basis.

If the results indicate criminal history: FCS will first work to verify that the results match the prospective volunteer. If the match is verified or likely that of the prospective volunteer, then FCS will make a decision based on several determining factors which would include the following:

- 📌 Prior Disclosure -It is important that any criminal history be indicated upfront when completing the volunteer application. Failure to disclose criminal history upfront may be considered negligent or an intentional effort to conceal information. Full disclosure is expected even if a deferred prosecution or plea agreement is obtained for criminal offenses.
- 📌 Type of Offense- The type of criminal offense matters with regard to the level of the risk the person poses to the children of the school. Some offenses automatically disqualify the person from volunteering with our school, while others may allow for limited and/or supervised roles.
- 📌 Any volunteer applicant declined due to their background check will be notified. In the event that a volunteer or prospective volunteer has questions regarding the results of the background check, or wishes to discuss a non-approval status, he/she may request a confidential meeting with the administrator.

CHAPEL:

Chapel provides a special occasion each week to glorify God through worship as a school body. We believe that worship is a vital part of a child's overall spiritual growth. Chapel may include scripture readings and memorization, worship music, (i.e. hymns and choruses), Biblical teaching, and prayer. Special chapel events may include a piano special by a student(s), drama, film, and student presentations. FCS staff, pastors, visiting missionaries, and other special guests who hold to the schools Statement of Faith serve as chapel speakers. Chapel attendance is required. Parents are welcome to join in Chapel. School wide chapel is held every Friday beginning at 8:15 and usually concludes around 9:00.

CLASS PARTIES:

Special class parties will be announced in advance and coordinated by parents and teachers. Special class-related activities are left to the discretion of the teacher. No red food or drink is allowed in the classroom.

CLASS SIZE:

Fairhill recognizes the importance of individual attention in the classroom. We also understand that in a smaller classroom environment the teacher and students are better capable of forming a cohesive relationship. When students are bonded with their teacher and classmates their learning environment can be more rewarding and productive. It is with that goal in mind that we closely monitor our class size and composition. K3 and K4 classes will be a maximum of 14 students. K5 – 8th grade will be a maximum of 18 students.

We are committed to the spiritual and educational success of each and every child that enters through our doors. We will make every reasonable accommodation possible to ensure our students are successful.

No student will be allowed to leave Fairhill property with any person who is not on the student's list of

preapproved persons authorized by the student's parent or guardian to remove the student from the school. This does not include staff or faculty.

For the safety of all students when visiting or volunteering everyone needs to sign in at the front office, ID's will need to be shown and left at the office. ID's can be picked up at time of departure.

CONDUCT EXPECTATIONS:

Of Students:

At Fairhill Christian School, we believe our relationship with Jesus Christ should be first and foremost in our lives. Our behavior should be a reflection of our commitment to Jesus Christ and our relationship with Him; therefore, there should be a direct relationship between what we believe and how we behave. As members of the community at Fairhill Christian School students agree to:

1. Abide by the standards and requirements of the school, as outlined in FCS Parent /Student Handbook.
2. Demonstrate respect for those who are in authority and for other students by practicing courtesy, kindness, integrity, and cooperation in attitude, language, and actions.
3. Abide by the authority of our state and federal laws.
4. Not possess or in any way make the impression of possessing, or threaten to use any form of weapon, firearm, or explosive. (By state mandate, any student possessing a firearm on campus must be expelled and authorities will be contacted.)
5. Abstain from the use of profane language, immoral behavior, and harassment on and off the school campus.
6. Abstain from the use and possession of tobacco, marijuana, alcoholic beverages, and illegal drugs on or off the school campus.

Of Parents:

Parents must understand the undertaking of a Christian education for their children is a shared responsibility. As members of the team providing this training and education, parents commit to:

1. Encourage the building of Godly character in their child.
2. Support and abide by the requirements and responsibilities as outlined in the FCS Parent/Student Handbook.
3. Support school personnel through prayer, participating in school activities, volunteering in school activities and maintaining open communication between teacher, parent, and student.
4. Encourage the completion of school assignments and homework, and help in the development of effective study habits. Assist your student in the development of good time management habits.
5. Resolve any problems or misunderstandings with school personnel according to the Scriptural principles outline in the FCS Parent/Student Handbook.

CONFLICT RESOLUTION:

Faculty and staff of Fairhill Christian School realize that an occasion may arise when a parent may wish to communicate his/her concern over a particular problem involving a student's academic progress, student-teacher problem, a student discipline problem, etc. Parents are encouraged to meet with the appropriate teacher in an effort to remedy the problem or reconcile any differences.

Teachers at Fairhill are genuinely interested in assisting parents with their concerns. The following procedure is

based on simple Biblical principles which will assure that proper actions are taken toward the solution of the problem. All parents are encouraged to follow this procedure when attempting to communicate problems or concerns.

Steps to take in Resolving Conflicts:

1. A parent should take his/her problem or concern to the teacher who has firsthand experience and contact with the problem. The Bible provides these principles for reconciling or solving a problem:

- ✦ Keep the matter confidential: *He who goes about as a talebearer reveals secrets, but he who is trustworthy conceals a matter.* (Proverbs 11:13)
- ✦ Keep the circle small: *If your brother sins go and show him his fault in private; if he listens to you, you have won your brother.* (Mathew 18:15)
- ✦ Be straightforward: *Better is open rebuke than love that is concealed. Faithful are the wounds of a friend, but deceitful are the kisses of an enemy.* (Proverbs 27:5-6)
- ✦ Be forgiving: *Brethren, even if anyone is caught in any trespass, you who are spiritual, restore such a one in a spirit of gentleness...* (Galatians 6:1)

2. If the conference between the teacher and the parent/guardian does not result in solution and reconciliation of the problem, then the parent and the teacher should agree to share the problem with the Principal.

- ✦ *But if he does not listen to you, take one or two more with you, so that BY THE MOUTH OF TWO OR THREE WITNESSES EVERY FACT MAY BE CONFIRMED.* (Matthew 18:16)

The parent and the teacher should come to the meeting in a spirit of humility, willing to submit to the Lord's will in the matter and also willing to submit reproof and correction if needed.

3. If the conference between the parent, teacher, and the Principal does not result in solution and reconciliation of the problem, then all parties should agree to share the problem with the School Board. The school board's decision is final and binding on all parties.

- ✦ *If he refuses to listen to them, tell it to the church...* (Matthew 18:17)

DISCIPLINE POLICY:

Part of the Ministry of Fairhill Christian School is to partner with parents in instilling Godly character into the lives of each student. Character begins in the heart of each individual and is the fruit of the Holy Spirit's work of transforming the individual into the likeness of Christ.

FCS emphasizes character and teaches a high standard of thought and behavior. Based on Biblical principles, these standards are stressed in our classroom and school operations.

Each teacher will clearly communicate their expectations for classroom behavior to both students and parents at the beginning of the year. If a student, parent or guardian has any questions concerning classroom expectations they should communicate those to the teacher as soon as possible to help avoid any possible conflict.

Each individual teacher's classroom management policy is designed to ensure the general policies of the school and has in mind the best interest of each student. Routine daily discipline is the responsibility of the classroom teacher.

When a student chooses to misbehave, consequences will be enforced. Consequences will vary with the offence and the offender. It is essential that parents or guardians support the actions of the school.

If a student comes home with a serious complaint, parents are asked to call the school for more information. For the benefit of the student, the parent or guardian and the school should uphold one another in disciplinary matters.

When a student fails to be cooperative and self-disciplined and begins to exhibit insubordination, willful disobedience of school rules and dress code, lack of respect, and other negative acts or unacceptable behavior, corrective discipline will be instituted. These measures may include separation from group activities, missing a recess, writing a report or essay on the infraction and detention after school. If a student must serve detention, the student must pay the teacher overseeing the detention a \$5.00 fee. For very serious infractions, students will serve an in-house suspension, be sent home, or possibly removed from the school; this is at the discretion of the Principal. All disciplinary action will take into consideration the offense and the offender. No one disciplinary measure fits all students or offenses.

When a student is sent to the Principal for further discipline, it is a serious matter. Occasionally, when appropriate or necessary the Principal will contact the student's parent or guardian for assistance with a disciplinary matter.

Discipline can take many forms. In any case the objective is to hold the individual accountable for the offense and curb or stop the action, language or behavior. In every case the goal is to help the individual understand why their action, communication or behavior is scripturally inappropriate. Even when there is understanding there may also be need for further consequences. Fairhill Christian School believes that each child is an individual and as such, appropriate discipline should be based on the child and the offence. Discipline will take a multitude of forms but all disciplinary measures will be for the purpose of accountability and correction.

Corporal punishment is not always appropriate or necessary. Corporal punishment is not always the only means by which to discipline a child for bad behavior or poor choices. No student will be disciplined with corporal punishment without the express permission of the parent or guardian. In the event corporal punishment is the appropriate discipline for an offence the parent will be notified before the action is taken.

Foul or inappropriate language, cheating or lying will not be tolerated. Conversations should be edifying. Gross disrespect for a staff member or other serious offenses could justify immediate suspension or expulsion. If caught cheating the following will occur:

- 🌿 1st Offense: All assignments will be completed and no credit on the assignment will be given, the student will immediately be put on in-house suspension, a detention will be served, a public confession to the class, an essay will be written on the importance of being honest, and a meeting with the teacher, parents/guardians and Principal will be held.
- 🌿 2nd Offense: All consequences of the first offence will be implemented as well as: the student will serve a three-day in-house suspension and the student will go before the staff to see if he/she will be allowed to stay at FCS.
- 🌿 3rd Offense: The student will be asked to withdraw from FCS.

K3-1st Grade students see page 23

Conduct unbecoming of a Fairhill Christian School student that may result in expulsion is as follows:

- 🌿 Violent acts or threats towards any person at FCS. In some cases, violent acts or threats of violence may result in notification of the appropriate legal authorities.
- 🌿 Failure to comply with an adult's request or school policy.
- 🌿 Any parent or student that does not agree with most of FCS policies and/or a particular teachers' style of teaching.
- 🌿 Repeated, excessive detentions.
- 🌿 Weapons brought to school.
- 🌿 Arrests with convictions prior to attending FCS or while attending FCS.
- 🌿 Sexual misconduct or sexual molestation. When there is suspicion of child abuse the appropriate legal authorities will be contacted.
 - Sexual misconduct can include inappropriate communication between persons of the opposite or same sex.
 - Actions or gestures commonly known to infer sexual acts or behaviors.
 - Any act, gesture, behavior, communication or otherwise with the intent of creating, inciting or implying a sexual act or action on the part of another person whether it was welcomed or not.
 - Any online or internet based inappropriate communication.
 - Any cellular communication, verbal or through text.

SEXUAL HARASSMENT POLICY:

Fairhill Christian School is committed to maintaining an academic environment in which all individuals treat each other with dignity and respect. Fairhill Christian School staff, faculty and volunteers will diligently do our best to ensure our environment is free from all forms of intimidation, exploitation, and harassment including sexual harassment. Anyone who violates this policy is subject to discipline, up to and including termination or expulsion.

Definition of Sexual Harassment:

- 🌿 "Sexual Harassment" means unwelcome sexual advances, request for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:
- 🌿 Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status or progress.
- 🌿 Submission to or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual.
- 🌿 The conduct (whether intentional or not) has the purpose or effect of unreasonably interfering with an individual's academic performance, of creating an intimidating, hostile, or offensive educational environment.
- 🌿 Submission to or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, activities available at or through the school.
- 🌿 Rejection of the conduct by an individual would create an unwelcome or uncomfortable environment for the target of the conduct.

- ✦ Rejection of the conduct would subject the individual to isolation or exclusion from any group activity or participation in regular school or classroom functions.

Examples of Sexual Harassment:

- ✦ Unwelcome sexual conduct of this type can include a wide range of verbal, visual or physical conduct of a sexual nature. Among the types of conduct which would violate this policy are the following:
- ✦ Unwanted sexual advances or propositions.
- ✦ Offering academic benefits in exchange for sexual favors.
- ✦ Making threatening reprisals after a negative response to sexual advances;
- ✦ Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons or posters;
- ✦ Verbal conduct such as making or using derogatory comments, epithets, slurs and jokes;
- ✦ Verbal use of a sexual nature, graphic verbal commentaries about an individual, suggestive or obscene letters, notes or invitations; and
- ✦ Physical conduct such as touching, assaulting, impeding or blocking movements.

These are examples of conduct that would be considered sexual harassment but not exclusive examples of sexually harassing behavior.

WHAT TO DO IF YOU EXPERIENCE OR OBSERVE SEXUAL HARASSMENT:

Scripture teaches us to honor one another and to be kind towards one another (Ephesians 4:32). Students who feel that they have been subjected to conduct of a harassing nature (whether by student, school employee or official, or an outsider) are encouraged to promptly report the matter to a school official he or she feels comfortable confiding such a matter to. Students who observe conduct of a sexually harassing nature, are also encouraged to report the matter to the administrator or to any teacher whom he or she feels comfortable.

All complaints will be promptly investigated.

WHERE TO REPORT SEXUAL HARASSMENT:

Sexual harassment reports should be made to the Principal or a teacher. However, in the event that these individuals are involved in the alleged harassment, then the complaint should be immediately filed with the Chairman of the school board.

CONFIDENTIALITY:

Special safeguards will be applied in handling sexual harassment complaints. The school will fully investigate every complaint and notify a student's parent/guardian and appropriate government officials as the circumstances warrant.

PROTECTION AGAINST RETALIATION:

It is against the school's policy to discriminate or retaliate against any person who has filed or intends to file a sexual harassment complaint or has testified, assisted or participated in any manner in an investigation proceeding or hearing concerning sexual harassment. Any student or employee who, after appropriate investigation, has been determined to have retaliated against anyone for using or expressing the intent to use the complaint procedure in this policy shall be subject to disciplinary action, up to and including immediate termination of employment or expulsion from school.

FALSE CLAIMS:

Given the nature of this type of harassment, the school recognizes that false allegations of sexual harassment can have serious effects on innocent people. Therefore, the school will take disciplinary action, up to and including immediate termination of employment or expulsion from school in cases where false, frivolous or vexatious complaints are submitted.

No disciplinary action will be taken where complaints are made in good faith.

PROCEDURE FOR INVESTIGATION OF THE COMPLAINT AND FOR TAKING CORRECTIVE ACTION:

When a staff member receives a complaint, he or she shall immediately inform the Principal, unless the Principal is the alleged harasser, in which case the Chairman of the Board shall be immediately informed of the complaint. The Administrator or Chairman, if applicable, will direct an investigation. If the investigation confirms the allegations, prompt corrective actions shall be taken. The individual who suffered the harassing conduct shall be informed of the corrective action taken. In addition, any employee or student found to be responsible for sexual harassment in violation of this policy will be subject to appropriate disciplinary action, up to and including expulsion or termination. The severity of the disciplinary action will be based upon the circumstances of the infraction.

BULLYING:

- 🌿 Bullying: A student is bullied or victimized when he or she is exposed to repeat or persistent unwanted or negative actions or communication from one or more students.
- 🌿 It can include but is not limited to tripping, assault, intimidation, rumor spreading, and isolation, demands for money, destruction of property, theft of valued possessions, destruction of another's work, or name calling. Bullying may also include online, or internet-based communication or actions designed to discredit, harm or harass another person.
- 🌿 Bullying is not tolerated and is disciplined accordingly. Hazing, sexual harassment, voyeurism, exhibitionism, sexual proposition, ostracism based on one's perceived sexual orientation, sexual abuse involving unwanted physical contact are also considered acts of bullying.
- 🌿 1st Offense: The student will be sent to the office and a conference concerning the behavior, the reasons for the behavior and the consequences of the behavior both for the offended and the offender and an appropriate resolution to the situation will be discussed. In addition to any resolution the student and Principal reach the student will write a two-page paper, using scriptural references, on the destructiveness of anger, the importance of forgiveness and getting along with others. The offender will openly confess their guilt to all parties concerned. Parents will be notified and may meet with Principal if necessary.
- 🌿 2nd Offense: All of the above first offence consequences will take place. The student will be suspended for three days and no credit will be given for any assignments. A meeting with the Principal, parents/guardians, student and teacher will take place.
- 🌿 3rd Offense: The student will be expelled immediately.

WEAPONS ON CAMPUS:

It is a violation of school policy and state law for any person to carry a firearm or dangerous weapon on school premises, school-provided transportation, or areas of other facilities being used for school activities.

a. "Possession" includes, but is not limited to, having a weapon on school property or at school- sponsored events located: (1) in a space assigned to a student such as a locker or desk; (2) on the student's person or property (such as on the student's body, or in his/her clothing, purse, backpack, gym bag or vehicle); or (3) under the student's control or accessible or available, such as hidden by the student.

b. A weapon includes, but is not limited to: (1) firearm or destructive device (see 3. following); or an air gun, which includes any air pistol or air rifle designed to propel a BB, Pellet, or other projectile by discharge of compressed air, carbon dioxide or other gas; or any items which appear to other to be realistic firearms or air guns; or (2) a bow and arrow or cross bow; (3) a sand club, sling shot, chains, or metal knuckles; or (4) a device commonly known as "throwing stars", multi-pointed metal objects designed to embed upon impact from any aspect; (5) and knife which is a cutting or stabbing instrument with a sharp blade set in a handle including, but not limited to, a spring blade knife; or any knife having a blade which opens, or falls, or is ejected into position, by the force of gravity, or by an outward, downward, or centrifugal thrust or movement; or (6) a dirk, which is a type of dagger; or (7) any device commonly known as "nun-cha-ka-sticks" consisting of two or more lengths of wood, metal, plastic or similar substance connected with wire, rope or other means; or (8) any explosive or incendiary devices, such as fireworks, which do not otherwise come within the definition of "destructive device" as described in c. and d. Following this paragraph; and such other tangible item which may be designed to cause injury or intimidation or used to cause injury or intimidation to others.

c. The term "firearm" means (1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm silencer; or (4) any destructive device, including any explosive, incendiary, or poison gas, or a bomb, grenade, or rocket having a propellant charge of more than four ounces, or a missile having an explosive or incendiary charge of more than one-quarter ounce, or a mine device similar to any of the devices just described.

d. It is unlawful for any person to carry, exhibit or display, any firearm, dagger, sword, knife, or other cutting or stabbing instrument, club, or any other weapon apparently capable of producing bodily harm, in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate another or that warrants alarm for the safety of other persons.

e. A person possessing a weapon or a firearm may be guilty of criminal misconduct. Possession of a firearm by a student constitutes grounds for expulsion from the state's schools in accordance with (ref.: Gun Free School Zones Act of 1990, 18 USC 921). Appropriate school authorities shall promptly notify law enforcement and the student's parent or guardian regarding any allegations or indication of such violation.

STUDENT WEAPONS VIOLATIONS:

The school has a zero-tolerance policy toward students who are in any way involved with a weapon on school property or at a school activity. When an alleged weapons incident occurs, the suspected student may be removed from contact with other students while a preliminary investigation is conducted. Within three school days from the commencement of the investigation a decision concerning the incident will be made. The student and their parent's/guardian's will be asked to meet with school administration for the delivery of the decision and any disciplinary measure that are a result of the offence.

Fairhill also has zero tolerance concerning the threat of violence, with or without a weapon, toward any student, faculty, staff or volunteer member of Fairhill School. Any student who threatens violence toward anyone at Fairhill will be dealt with according to the severity of the threat. This may include suspension, expulsion or contacting the appropriate legal authorities.

- 🌱 When, following an investigation, it is determined that there has been a violation of the school weapons policy, or the threat of violence creates significant concern, the student may be deemed an immediate and continuing danger, placed on emergency expulsion status, and law enforcement notified. A written notice will be issued to the student and parents/guardian's advising that a hearing will be held. If suspended or expelled for a period of time, the student may, at the conclusion of the suspension or expulsion, re-apply for admission to Fairhill.
- 🌱 If a student is suspended or expelled, the administration may request the student to attend counseling or other therapeutic treatment program designed to help the student with any issue that may have been an underlying cause for the threat of violence or the need to carry a weapon to school.

Upon application to return, the student appeal shall be directed to the Board. Prior to making its decision, the Board will complete a comprehensive study of the student, intended to evaluate the potential future danger or threat posed by the student's re-admission. Factors considered by the committee will include, at a minimum, the following:

- Successful attendance of therapeutic treatment plan
- Attitude and remorse of the student; has there been a sincere change of mind and heart
- Student behavior since the expulsion;
- Student's cooperation in designing a successful reintegration plan;
- Willingness of the student and parent to agree to a reasonable behavior contract.

DEMERITS:

Students 2nd grade thru 8th Grade

A demerit is a warning system utilized by faculty and staff as a means of warning and reminding students of classroom and school policy violations. A demerit may be issued for such things as not turning in homework, disrespectful behavior or attitude, dress code violations or other offenses that require a written reminder. After a student has been issued three demerits they will be required to serve a one-hour detention on Fridays after school. In addition to detention students may be required to perform other disciplinary measures appropriate to their offense. Other disciplinary measures may include writing sentences, essays, cleaning or performing other duties for the purpose of deterring poor behavior choices. Demerits must be signed by the student's parent or guardian and returned the day after it was issued. Students may be issued a demerit by teachers, teacher's aides or any other full or part time staff or faculty member.

K3 – 1st grade uses behavior charts. There will be consequences that will go along with each chart as well as positive reinforcements. If your child is sent to the principal's office the parent/ guardian will receive a call from the Principal at the time of the visit. After the 2nd visit to the Principal a meeting with the teacher, Principal and parents will be scheduled. At that time a plan of action will be put in place and reevaluated any time between 4 days and two weeks.

DETENTION:

Detention is the result of persistent poor choices on the part of a student. The goal of detention is to deter a student from continuing to make the same choices or similar choices that resulted in the detention being issued. Students may be required to serve one or more hours of detention for violating school or classroom policies. Detention may be issued for conduct or behavior choices, attitude unbecoming of a Christian or Fairhill student. Detention will typically be served on Fridays after school. Detention will be monitored by a teacher. Detention is not a time to complete homework, catch up on homework or socialize with other offenders. Students who are issued detention are also required to pay the monitoring teacher a \$5 detention penalty. For each subsequent detention the penalty will increase by \$5. If a student fails to pay the penalty on the day they are serving detention, the penalty will be charged an extra \$5.00.

SUSPENSION:

Administration may assign an in-house suspension or at-home suspension for disciplinary purposes. The student must complete his/her work for the day(s) on suspension and be prepared to turn them in on the applicable due dates. Students serving suspension are still required to meet classroom obligations such as completing assignment/projects, due dates etc.; no credit will be given for these assignments.

In addition to suspension, the Principal may also require restitution, reconciliation, and/or parent conference for disciplinary purposes.

EXPULSION:

Expulsion for school is a last resort and the result of a continued pattern of behavior that is not in agreement with accepted Christian principals. While it is clearly the schools desire for reconciliation, students who continue to persist with negative, uncooperative, or non-productive attitudes or behaviors will not be allowed to remain at Fairhill Christian School. These decisions are not made lightly. Before the determination to expel a student is made a meeting will be held with the Principal, student and parent's or guardian's. We will make every effort to demonstrate the love and grace of our Father, Jesus Christ, when considering all possible resolutions to a disciplinary matter. At the same time, we must be mindful of our other students and the harm one student's persistent behavior or attitude may have on the body as a whole.

In all disciplinary matters the teachers and administration of Fairhill Christian School will make every effort to ensure each student knows they are loved and valued members of the student body. The teachers and administration will make every effort to ensure that a student knows that although they have made a bad choice or had a bad attitude or conducted themselves in an inappropriate manner that they will not be tagged, marked, identified or known as a bad student or be dealt with based on prior infractions. We will always do our best to extend the same grace the Lord Jesus Christ shows us in our lives to our students.

DRESS AND APPEARANCE POLICY: Uniforms are to be purchased from French Toast Only**GENERAL DRESS GUIDELINES (ALL STUDENTS):**

Fairhill Christian School has adopted the following dress code policy to:

- 🌿 Foster a school atmosphere that is conducive to learning, free of unnecessary distractions or comparisons.
- 🌿 Help ensure an orderly and safe learning environment
- 🌿 Promote neatness and modesty
- 🌿 Encourage the virtues of moderation and consideration of others
- 🌿 Dress in a manner that glorifies God

Hair: Hair color should be of natural color, not dyed different colors, bleached or frosted. Boy's hair should be above the ears and short in length. No facial hair, beards and mustaches must be shaved. Sideburns may not be longer than the bottom of the opening of the ear.

BOYS UNIFORM POLICY: All uniforms are to be purchased from French Toast Only/ Shop under Your School (Fairhill Christian School)

Khaki or black slacks, no cargos or jeans.

Green, Black or White polo style shirts (Long or short sleeve). A green, black or white turtle neck or a green, black or white plain t-shirt may be worn under the polo for added warmth.

GIRLS UNIFORM POLICY: Purchased from French Toast Only / Shop under your school (Fairhill Christian School)

How to navigate to your school store:

1. Go to <https://www.frenchtoast.com/>
2. Click on Shop By School
3. Search by School Code QS5ZRUX or simply search by name.
4. Click on "Shop this School" under Fairhill Christian School.



Fairhill Christian School

101 City Lights Blvd City
Fairbanks, AK 99712

Phone: (907) 457-2167
School Code: **QS5ZRUX**

Girls Dress Code



Available Colors



Short Sleeve
Interlock Polo with
Picot Collar
(Feminine Fit)



Available Colors



Long Sleeve
Interlock Knit Polo
with Picot Collar
(Feminine Fit)



Available Colors



Anti-Pill Crew
Neck Cardigan



Available Colors



V-Neck Pleated
Jumper



Girls Adjustable
Waist Pant



Available Colors



Girls Straight Leg
Twill Pull-on Pant



Available Colors



Pleated Skirt



Available Colors



Reversible
Leather Belt

Boys Dress Code



Available Colors



Short Sleeve Pique Polo



Available Colors



Long Sleeve Pique Polo



Available Colors



Pull-On Boys Pant



Available Colors



Adjustable Waist Pleated
Double Knee Pant



Available Colors



Anti-Pill V-Neck Cardigan



Available Colors



Reversible Leather Belt

Khaki or Black slacks, skirts or jumpers, no cargos or jeans.

Green, Black or White Polo shirt (Long or short sleeve). A green, black or white turtle neck or a green, black or white plain t-shirt may be worn under the polo for added warmth. No neon green or lime green colors. Dark green vests may be worn, but not mandatory.

GENERAL UNIFORM GUIDELINES:

- 🌿 Shoes must be close toed.
- 🌿 No body piercings and boys are to not have earrings
- 🌿 2nd grade thru 8th grade are required to wear a belt with their uniform.
- 🌿 No hats or hoods may be worn in the school
- 🌿 Shirts must be tucked in at all times. 2nd – 8th grade
- 🌿 Skirts and Jumpers must be knee length.
- 🌿 Black Cardigans (they are to be button up, no over the head) are allowed to be worn in the school if a student is cold. Jackets are not to be worn as a means to avoid wearing the appropriate attire or as a regular uniform item. Hoodies and or sweatshirts are not permitted.
- 🌿 Girls are not to wear any earring that is over ½" in size. This includes any earring ornament that dangles from a chain. Any earring that dangles down beyond ½" is not acceptable.

Offenses to the dress/uniform policy will result in contacting the parent. If the parent is unable to return to the school within a reasonable amount of time we will give the child a new uniform from our French Toast inventory. The parents will receive an invoice for the products given; a demerit will be issued to students in 2 -8th

CASUAL DRESS DAY:

Occasionally we will have a day when students do not have to wear their uniforms. Usually these days will have a specific theme, for instance Hawaiian Day, would be a day to wear clothes in keeping with the theme. On these casual days, modesty and safety is always the rule. Students who do not wish to participate in the casual day must wear their uniform clothing.

CLOTHING NOT TO BE WORN:

Lycra pants, or any similar type of form fitting stretch pant, hats in the building, tank tops, over-sized clothing, hip hugging pants, any skirt or dress that is more than an inch or two above the knee, any pants that sag below the waist line, excessively tight shirts or sweaters. If there is any question about clothing items or appropriate length or fit, ask first. Attire with questionable sayings (for example, drugs, alcohol, or tobacco advertisements, secular rock bands, inappropriate logos, etc.) pictures, patches or decals that suggest negative attitudes are not appropriate for casual days or school functions or events. Boys may not wear earrings, gauges or any other type of piercing. Girls are allowed to wear modest earrings. Modest earrings include studs and small hoops. Gauges are not allowed. Girls are not allowed to wear any other piercings or facial jewelry.

On the occasional casual dress down day when jeans are allowed, the following guidelines must be followed: Jeans must be neat, clean, hemmed without holes. Jeans must also fit appropriately without hanging below the hips or waist or be tight enough to see the form of the leg. Casual day is a privilege and a reward. If you have doubts about the appropriateness of a clothing item or outfit, ask before coming to school. If you can't ask first bring a change of clothes that you are certain is acceptable in the event your first choice is not appropriate. Remember, asking is the easiest way to avoid trouble and confusion. Students are to remain in dress code at all times during the school day. 7:30 am – 6 pm.

DOCTRINAL ISSUES:

The Board, staff, and volunteers at Fairhill Christian School all agree to abstain from engaging contentiously into discussion on areas of controversial doctrinal interpretation or preference. This includes, but is not limited to, doctrines pertaining to the mode, time and method of baptism; the election and security of believers; the timing and manifestations of the infilling of the Holy Spirit; the sacrament/ordinance of communion; and the various interpretations regarding the second coming of Christ. The preceding list is only an example of some doctrinal issues that can become contentious.

All Fairhill staff, faculty and volunteers agree that we are to set a Godly Christian example to all of our students, parents and coworkers. We are here to provide students with a Christ centered education and mentor students in their discovery of and relationship with our Father Jesus Christ. We are not here to make converts for the Church of God or any other denomination. Any conversion or salvation we are able to be a part of is for Christ and Christ alone, not a particular denomination. Should doctrinal questions arise we will always refer the student to his parents/guardians and church.

ELECTRONICS ON CAMPUS:

Electronics must be stored safely out of sight and may not be used during school hours. Electronics in use during school hours will be confiscated.

Electronics are defined as but not limited to: Cell Phones, iPads, smart watches iPods, and electronic games, etc.

- 📱 Cell phones, MP3 players, iPods, smart watches or any other electronic device may not be used by any student during school hours, including afterschool care. All electronic devices must be powered off upon entering the building and stored in the students backpack.
- 📱 1st Offenses: The teacher or staff member who observes or catches the offending student will issue one demerit; the parent/guardian will be contacted; the student's electronic device will be confiscated for the remainder of the day.
- 📱 2nd Offense: The teacher or staff member who catches the offending student will issue one hour of detention; the parent/guardian will be contacted; the student's electronic device will be confiscated for the remainder of the day and a 2-page paper on the Biblical importance of following the rules must be written and turned in to the teacher or staff member issuing the detention on the following day
- 📱 3rd Offense: The offending student will be suspended for three days.

TECHNOLOGY USAGE POLICY:

This policy is designed to help safeguard Fairhill Christian School technology users when they access the Internet or use the computer related facilities. This document will serve to inform the school staff, students, parents, and guardians about the proper and improper use of the school's computer network and the Internet on school premises.

Although FCS does its utmost to maintain the network and Internet access, it does not guarantee that it will function at all times. Furthermore, FCS does not take responsibility for the accuracy or content of sources found while accessing the Internet; even with the use of high level security standards. True privacy is limited and the effectiveness of the Internet filter cannot be guaranteed. FCS carefully monitors Internet access and periodically reviews the policies effectiveness.

PURPOSE OF TECHNOLOGY USAGE FCS:

All Technology, including access to the Internet, exists strictly for school-related educational purposes. Technology is to be used as a supplemental teaching and learning tool. Faculty and staff will use the technology to more effectively accomplish their educational roles, to further develop their professional skills, to supplement curriculum based knowledge, and to research various school based topics. Students will use the technology to supplement curriculum based knowledge to research various school based topics, and to develop technology based skills that are deemed essential to the pursuit of higher learning.

Technology and Internet usage at FCS is a privilege, not a right. Any person that engages in behavior that is deemed inappropriate by this policy or FCS administration is subject to strict consequences, which may include the dismissal of the persons involved.

Network Etiquette

- ✚ All software is licensed to FCS and may not be copied or illegally supplemented.
- ✚ Any attempt to circumvent, nullify, or modify established security parameter is strictly prohibited and may result in immediate expulsion.
- ✚ No student is allowed to access any social networking website at any time on any school computer.
- ✚ Unless directed by a teacher, no student is to access their email account on a school computer.
- ✚ No student is to access a multi-media website such as You Tube, Hulu or any other similar site on any school computer.
- ✚ No student is to access any media outlet website like iTunes or Google Play or any other file sharing website on any school computer.
- ✚ No student is access any pornographic or sexually questionable website on any school computer.
- ✚ Chat rooms and instant messaging is prohibited.
- ✚ All Internet based games are prohibited.
- ✚ Any viewing of content that is deemed malicious, inappropriate, immoral, harassing, offensive, or non-education related is prohibited.
- ✚ The Internet may not be used to purchase or sell items (eBay, merchants, etc....), initiate stock trades, stream media of any kind, download pictures or music or participate in simulated or credit based gambling.
- ✚ The use of Internet to commit plagiarism, steal software, infringe on copyright, or to obtain illegal materials is strictly prohibited and will be dealt with accordingly.
- ✚ No food or drinks are allowed at computer work stations.
- ✚ Students must have a faculty or staff member present at all times when using the computer.

- ✦ Installation or removal of any software, whether malicious or otherwise, is prohibited.
- ✦ Unless specifically instructed otherwise, the playing of non-educational games is strictly prohibited.
- ✦ Students may not modify in any way the computer software settings.
- ✦ Students may not vandalize hardware, change codes, change settings, swap out equipment, or in any way modify the hardware configuration.
- ✦ Students may not use their network directories to store non-educational materials.
- ✦ Students must stay in the application that they have been instructed to use. The use of any other software not specifically allowed by a teacher is prohibited.

If any student has any question about the appropriateness of any website or search topic that may result in any questionable results they should ask their teacher or a staff member. There is no excuse for not asking for assistance or guidance.

FIELD TRIPS:

Field trips are scheduled by various classroom teachers throughout the year. The trips are generally scheduled to correlate with particular studies in which the class is involved. They are educational, informative and fun. The teacher and Principal shall decide whether parents will be driving for field trips or the school vans will be used to help drive. The decision will be based on student safety, driver availability, and financial and logistical considerations.

GENERAL FIELD TRIP POLICIES:

- ✦ Field trip permission form must be completed, signed and returned prior to a student being allowed to participate on any field trip.
- ✦ Any parent wishing to accompany students on field trips must have prior permission from the teacher.
- ✦ Only parents with completed back-ground checks through Fairhill Christian School can chaperone or accompany the class on field trips.
- ✦ All adults who help or accompany must refrain from smoking, drinking and profanity.
- ✦ Chaperones are required to stay with assigned group and provide vigilant supervision at all times.
- ✦ No stop offs that are not part of the field trip.
- ✦ Any field trip that requires a fee from students to participate is non-refundable in the event the student does not attend.

POLICIES WITH PARENT DRIVERS:

Before a parent may take students in his/her vehicle on school sponsored outings, a driver application form and a back ground check must be complete and on file in the school office. In addition, current copies of the parent's insurance declaration and driver's license must be on file.

The following church policy will be followed by the school.

- ✦ All drivers must be at least 25 years old to drive church-owned vehicles, 21 for personal-owned vehicles.

- 🌿 Drivers should not have more than one at-fault accident or one minor traffic violation within the last three years. (This is a requirement of our insurance carrier; however, underwriters review each applicant's records individually and notify the church office of their final decision.)
- 🌿 Drivers having violations within the last 10 years such as careless driving, reckless driving, or driving under the influence will not be allowed to operate church-owned vehicles or personal-owned vehicles for field trips.
- 🌿 All drivers will sign a consent form to grant the Church permission to obtain a copy of their motor vehicle driving record and to conduct any driver or criminal record check deemed necessary by the church.
- 🌿 Vehicles must be properly equipped if a driver has a license restriction.
- 🌿 All drivers must be properly licensed for the size and type of vehicles being driven.
- 🌿 The church requires volunteer drivers of private vehicles to have a minimum amount of liability insurance. (1) \$50,000 liability per person for bodily injury; (2) \$100,000 liability per incident for bodily injury for all vehicle occupants; and (3) \$25,000 liability for property damage.
- 🌿 When drivers' licenses are renewed, a copy of the new license must be submitted to the church office as soon as possible.
- 🌿 Although you are encouraged to have a cell phone in the vehicle for emergency purposes, **drivers must not use** a cell phone for any purpose (calls, texting, etc.) while the vehicle is in motion.
- 🌿 At all times, obey posted speed limits and rules of the road.
- 🌿 Seat belts must be worn whenever the vehicle is in motion.
- 🌿 Car seats must follow Alaska State law.
- 🌿 No student is permitted to transport other students to or from activities sponsored and/or transportation coordinated by Fairhill Community Church of God and/or Fairhill Christian School. This does not include students who are transporting other students to the church and /or school before and/or after the church activity or official school hours. Parental permission should be provided if a student is transporting a non-sibling to or from the church and /or school before and/or after the church activity or official school hours.

ADDITIONAL EXPECTATIONS FROM STUDENTS:

- 🌿 Students are expected to obey the driver, comply with Alaska State law regarding safety restraint, and maintain courtesy at all times.
- 🌿 Students must stay with their assigned vehicle and chaperone.
- 🌿 Parents may not purchase "treats" for children on trips or make unplanned stops unless instructed by the teacher.
- 🌿 Parents must be cautious concerning conversations and play Christian music during traveling, making sure it is appropriate for all students and that they are representative of the mission of FCS and in glorifying God.

LOST AND FOUND:

All lost and found items are to be taken to the school office. Any item not claimed at the end of each quarter will

be donated to a charitable organization. The child's first and last name should be placed on every item the child owns to insure a prompt return.

MEDICAL/HEALTH POLICIES:

EMERGENCY INFORMATION ON FILE:

It is imperative that school records reflect the correct and current telephone numbers and addresses of parents/guardians as well as emergency contacts. Please notify the school office immediately when any changes occur.

IMMUNIZATION CERTIFICATE:

As required by Alaska State Law, all students must be current and provide proof of all immunizations. This is a requirement during the time of enrollment and must be completed to fulfill the school's registration requirements.

MEDICATION AT SCHOOL:

- ▶ Although it is best that a student's medication be administered at home, the school recognizes that there are times when medication must be administered during the day. If a student needs to have medicine administered at school, please follow these guidelines:
- ▶ A written note from parent giving permission to the office staff to administer medication. The medication needs to be kept in the office. The medication must have written instructions regarding when and how much to administer.

ILLNESS:

For the benefit of the other students, any child that has a fever or other signs of a contagious illness should remain at home. If a student becomes ill at school and cannot remain, the parent or other authorized contact person, as listed on the application for admission, will be contacted to take the student home. Students need to be fever free for 24 hours. Giving a fever reducing medication just before returning to school does not make a student well. It may only mask the fever until the medication wears off. If a child is sent home with head lice they must be checked at the office before returning to school the next day.

INJURIES/EMERGENCIES AT SCHOOL:

It is the responsibility of the student who becomes injured at the school to notify his/her teacher immediately. If a child is seriously ill or injured, the school will attempt to notify the student's parents/guardians or, in the event that cannot be reached, a person listed for emergency contact on the student's application for admission. Emergency medical assistance will be contacted, and if deemed necessary, the student will then be transported by ambulance to Fairbanks Memorial Hospital. Repeated attempts will be made to notify the parents or other emergency contact persons in this situation.

MEDICAL REQUIREMENTS FOR SCHOOL SPORTS:

Students must have a completed Physical Examination, Emergency Release, and Insurance Waiver Form completed and on file before beginning any after school sports program. A complete physical is required every two years for participating students in grades 5-8. Only one permission form is required per year per sport.

SCHOOL HOURS:

The School Building is open from 7:30am – 6:00pm. Students are not to be dropped off and left unattended before 7:30 unless specific arrangements have been made ahead of time with the office or the student's teacher.

School Day: 8:00 – 3:00: Students arriving after 8:00 a.m. are counted as tardy.

After School Care: 3:10 – 6:00: This service is a full time service and preregistration is required. All aftercare charges will be added onto FACTS at the time of registration.

SCHOOL OFFICE HOURS:

The school office hours are Monday through Friday, 7:30 a.m. – 3:30 during regular school days. A special schedule will be posted for in-service days and parent/teacher conference days. During the summer, the office hours will vary and are published using the school voice mail and school website. The office is closed during single-day holidays and customary breaks such as Thanksgiving, Christmas, spring break and Easter.

STUDENT PICK UP RESTRICTIONS:

All parents are to come to the classroom to pick up their child.

Students not picked up by 3:15 will be brought to the office. At this time the parents will be called. The 1st time a parent is late there will be a warning the 2nd time the family will be charged \$50.00. For the safety of the children we ask parents to arrive on time.

For the safety and security of our students we require that any person who may from time to time pick up a student from school be listed as a responsible party by the student's parent or guardian prior to the day the party is to pick up the student. We will not accept phone call authorizations for persons not previously listed as a responsible party.

No student will be allowed to leave Fairhill property with any person who is not on the students list of preapproved persons authorized by the student's parent or guardian to remove the student from the school. This does not include staff or faculty. Any person who comes to Fairhill to remove a student from school will have to show the office staff a valid state or federal identification. The name on the identification must match the name listed in the student record of pre-approved persons to remove the student from school.

All students who leave the school early must sign out on the student register.

If a student has permission to walk or ride their bike to and from school without an adult, the parent must send a note to that effect.

Should a student's parent's or guardian's marital relationship change during the course of the school year, please provide the office with a written change of status that details any significant changes in financial responsibility, visitation arrangements that may change one party or the others access to the student and changes in authorization of responsible parties who may remove the student from school.

TRANSPORTATION AND PARKING:

For parents that bring their children to and from school, they are responsible for prompt drop off and pick up of their children. All children must be in their classroom at 8:00am, otherwise they will be considered tardy.

Parents that are dropping their children off must not park or drop off in the designated signed "Fire Zone" or "No Parking Zone. Please make yourself aware of the designated parking and drop off areas.

VISITING CLASSROOMS:

Parents who want to visit a child's classroom or observe another class are encouraged and welcome to do so. If you plan to visit the school or a classroom just let us know. We are always happy to have parents get involved.

PARENT/TEACHER CONFERENCES:

Parent/Teacher Conference are scheduled in the fall and late winter normally. Since the educational process is a cooperative effort between home and school, parents/guardians are encouraged to attend these conferences. The teacher or parents/guardians may request additional conferences at any time during the year. We want all parents to know they are welcome at Fairhill any time. We are very happy to discuss your child with you; we only ask that you are considerate of your teacher's schedule. If you need to discuss a matter of importance or something that may require a length of time, please schedule a time to meet with your teacher after school. Teachers and staff have daily morning meetings from 7:30 to 7:50. Between 7:50 and 8:00 is not a good time to discuss important matters with your child's teacher. If you need to convey an important matter to your teacher in the morning, please make them aware of the matter and provide them with a note concerning the matter.

VISITING STUDENTS:











All student visitors to the school must obtain permission from the school office and the teacher whose class the student intends to visit. Prospective students are encouraged to visit classrooms; other visitors (such as former students and friends) should limit visits to during lunch or special activities (such as chapel) to minimize distractions to the learning process.

AWARDS:





Fairhill Christian School recognizes students in grades K3-8th regularly in chapel. Students are chosen based on their citizenship, effort, acts of kindness, or improvement in academics, bible study and a variety of other characteristics that support and encourage a positive Christian attitude, good behavior and a rewarding academic endeavor.

LOCKERS:

Student's lockers are the property of the school and are provided as a service for the students to secure their belongings. Any locker may be opened and its contents may be searched or examined by school authorities without the permission of the student at any time when, at the sole discretion of the school authorities, they deem it necessary to do so. Students must understand clearly the following guidelines:

-  Students should not switch lockers with another student. If a student uses a locker, it must be the one to which that student was assigned.
-  Students must not share their own locker combination with any other student.
-  Students must not share their own locker with another student unless that student was specifically assigned as their individual locker partner.
-  Lockers may be inspected and searched at any time by the administration.
-  Lockers must be kept clean inside and out.
-  Stickers are not allowed on any part of the lockers. Magnet decals are acceptable if they have been approved by the student's teacher or the Principal.
-  Students may not place anything on the lockers that they cannot remove without affecting the surface of the locker.
-  Writing or painting on any part of the lockers is not allowed.
-  It is unwise to leave valuable items in a locker. Students should keep valuable items at home.
-  Students should not enter anyone else's locker without permission from the student who is assigned to

that locker.

-  Students are responsible to pay for any locker damage that occurs as a result of violating any of the above rules or gross mistreatment of the property.
-  Violation of any of the rules can result in temporary or permanent suspension of locker privileges.
-  Any problems with a locker should be reported to the office.
-  The school is not responsible for lost, stolen, or damaged goods belonging to students.

EMERGENCY PROCEDURES:

For emergency weather announcements affecting the school tune your radio to KJNP/1170 am by 7:00am. You may also call the Fairbanks North Star Borough School District recorded message at (907) 452-4000 by 6:00am. FCS generally follows the public school announcements concerning closing and delay due to weather.
