

Damascus Christian School

Parent-Student Handbook



2021 - 2022

A growing community for Christ: Walking in truth, Living out love, Building on faith

Values: Truth, Love, Faith, Growth, & Community

TABLE OF CONTENTS

MISSION STATEMENT.....	1
STATEMENT OF FAITH.....	2
I. ACADEMICS.....	5
• Accreditation.....	5
• Achievement Testing.....	5
• Class Failure and Credit Recovery.....	5
• Curriculum.....	6
• Grading.....	6
• Graduation Requirements.....	7
• Homework.....	8
• Honor Roll.....	8
• Parent-Teacher Conferences.....	8
• Plagiarism.....	8
• Student Transfer / Withdrawal.....	9
• Transcripts.....	10
II. POLICIES & PROCEDURES.....	10
• Accidents / Emergency Data Card.....	10
• Address and Phone Changes.....	10
• Admission Policy.....	10
• Allergies.....	11
• Attendance / Make Up Work / Tardiness.....	12
• Background Checks / Driver's Insurance Verification.....	14
• Book Damage.....	14
• Calendar.....	14
• Chapel.....	15
• Closed Campus.....	15
• Communication between School and Home.....	15
• Computer Use.....	15
• Early Dismissal.....	16
• Emergency Drills.....	16
• Field Trips.....	16
• Financial Policy.....	17
• Friday Feast.....	18
• Illness and Medical Guidelines.....	18
• Immunizations.....	18

• Kitchen Usage / Lunch.....	19
• Living Classrooms.....	19
• Lockers.....	19
• Lost Property.....	19
• Non-Discriminatory Policy.....	19
• Outdoor School.....	20
• Parental Involvement.....	20
• Parties.....	20
• School Closure Due to Inclement Weather.....	20
• School Colors, Mascot, and Verse.....	20
• School Hours / Arrival and Pick Up Times.....	21
• School Pictures.....	21
• Tax Deductible Gifts.....	21
• Telephone Usage.....	22
• Transportation.....	22
• Visitors.....	22
 III. DRESS CODE: MODESTY & NEATNESS GUIDELINES.....	 22
• Attire and Appearance.....	22
• Boys (K-12 th Grade)	22
• Girls (K-12th Grade).....	23
 IV. CONDUCT.....	 24
• Bullying and Cyber-Bullying.....	24
• Cell Phones and Other Personal Electronics	24
• Classroom Behavior.....	24
• Conflict Resolution.....	24
• Sexting.....	25
• Sexual Harassment.....	26
• Student Violence and Weapons.....	26
 V. DISCIPLINE.....	 28
• Disciplinary Flow Chart.....	28
• Detention.....	30
• Discipline Policy.....	31
• Probation.....	31
• Search and Seizure.....	32

VI. EXTRA-CURRICULAR AVITITIES.....	32
• Attendance Following Late Night Events.....	32
• Band Policy.....	32
• Classification and Eligibility.....	32
• Drama Eligibility.....	33
• Sport Opportunities.....	33
• Sportsmanship.....	33
 VII. COMMUNICATIONS & CONTACT INFORMATION.....	 34
• School Website.....	34
• App.....	34
• Email.....	34
• Office Phone.....	34
• ParentsWeb (RenWeb)	34

MISSION – VISION – VALUES – PURPOSE

As a ministry of Damascus Community Church, DCS embraces the mission, vision and values of DCC:

MISSION: To call people to follow Jesus and become like Him

VISION: A growing community for Christ: Walking in truth, Living out love, Building on faith

VALUES: Truth, Love, Faith, Growth, Community

Truth—We value God’s absolute truth, discovered through Creation (general revelation) and the Scriptures (special revelation).

Therefore, we... • Teach God’s truth, through ministries of biblical education • Walk in God’s truth, seeking to grow in holiness and integrity

Love—We value the love God has for us and accept His command for us to love God, fellow believers, and our neighbor.

Therefore, we... • Worship God, growing in our faith, service, and willing obedience • Practice redemptive grace in relationships, caring for, encouraging, and building up one another • Reach out with service, sacrifice, and the Good News of Jesus to our neighbors

Faith—We value faith in Jesus Christ as the foundation of our relationship to God.

Therefore, we... • Believe God for a promised and guaranteed eternal life with Him (our hope) • Trust in God’s guidance in our earthly life by His Word and Spirit, confident that He hears and answers prayer. • Live in gratitude for God’s faithfulness and willingly sacrifice to participate in achieving His desired future.

Growth—We value growth as the necessary outcome of fulfilling our mission.

Therefore, we... • Pursue personal growth through spiritual disciplines and relationships in the body (community groups, small groups, mentoring relationships) • Pursue church growth that is spiritual (likeness to Jesus) and numerical (new believers), expanding ministries and the facilities needed to enable them

Community—We value community, involving all the various relationships in which we live.

Therefore, we... • Seek to strengthen the community of God’s people at DCC through active involvement, serving and exhorting according to God’s gifting as believers • Honor and encourage the family as God has established it • Reach out in love to share the Good News of Jesus with the people with whom we have relationships.

PURPOSE: Our purpose as the school ministry of Damascus Community Church is to partner with Christian parents, who embrace the mission, vision, and values of DCC; align with and support our philosophy of Christian education, and abide by the policies and practices of DCS in the education of their children. Education at DCS is based on a Biblical worldview and seeks to train children

toward maturity spiritually, intellectually, socially, emotionally, and physically, preparing them to live faithfully and successfully as followers of Jesus Christ.

STATEMENT OF FAITH

1. **SCRIPTURE:** We believe the original autographs of the sixty-six books of the Old and New Testaments to be the Word of God written by men moved by the Holy Spirit. Our contemporary manuscripts are reliable. The church uses a variety of translations, but for the sake of consistency, we are using the English Standard Version in this constitution. These Scriptures are true being God-breathed and given once for all time and therefore are the final authority for faith and life. Their interpretation is found through diligent study and the grammatical-historical method of interpretation under the enlightenment of the Holy Spirit (2 Tim. 2:15; 2 Tim. 3:16-17; 2 Peter 1:20-21; Jude 3; Ps. 119:160).
2. **CONCERNING GOD:** We believe there is one living and true God, Creator and Sustainer of all and Sovereign over all. He is perfect in all His attributes and worthy of our worship. He is one in essence but triune in nature, eternally existing as Father, Son, and Holy Spirit (Gen. 1:1-2:25; Isa. 6:3; Deut. 6:4; Matt. 28:19; Col. 1:15-17; Heb. 1:3).
 - a. We believe God the Father controls all things according to His good pleasure and perfect will and grace and for His glory. As the absolute and highest Ruler in the universe, He is sovereign in creation, providence, and redemption. His Fatherhood involves His relationship to the Son and Holy Spirit within the Trinity; to all mankind as Creator and Lord; and to all who believe in Jesus Christ and are born of Him into an intimate and eternal relationship through redemption and adoption as His own (Ps. 145:8,9; I Cor. 8:6; I Chron. 29:11; Ps. 103:19; Rom. 11:33; John 1:18; Eph. 1:3; I Cor. 11:3; Luke 3:38; John 1:12; Eph. 1:3-6; John 3:3; I John 3:9; Heb. 12:5-9).
 - b. We believe that Jesus is Lord and Christ, the eternal Son of God. He became man (incarnate) by virgin birth, and yet remained God, therefore fully God and fully human. He lived a sinless life and died a substitutionary death for the sin of all mankind. He was bodily resurrected and ascended to the right hand of the Father where He now ministers. He will return at any time now to receive those in Christ, and then establish His Kingdom on earth. He is the One through whom the Father will judge all mankind (Is. 7:14; Matt. 1:18-23; Acts 2:36; John 1:1, 14; Is. 53:5-6; I Peter 3:18; Acts 1:3-11; Rom. 8:34; Heb. 7:25; I Thess. 4:16-17; Rev. 19:6, 11-20).
 - c. We believe the Holy Spirit is at work in the world convicting mankind concerning sin, righteousness, and judgment, and guiding believers in the truth. He ministers to believers in many ways, including baptizing, indwelling, and sealing all believers at the moment of salvation; and illuminating, empowering, gifting, filling, and producing fruit (John 16:7-15; Acts 1:8; Eph. 1:13, 3:16, 4:4-6, 5:18; I Cor. 12-14; Gal. 5:22-23; Rom. 8:5-27, 12:4-6; Acts 2:6-8; I Cor. 1:22, 14:21-22; II Cor. 1:21-22).
3. **MANKIND:** We believe that mankind, first male and then female, was directly and immediately

created by God in His image, giving human life unique value. God immutably bestows upon each person male or female gender, biologically determined. Mankind was created to enjoy fellowship with God, glorify Him, and be stewards of His earthly creation. The first man, Adam, sinned with the result that the sin nature is inherited by all; therefore, all people stand condemned before God (Gen 1:26-28, 2:7, 20-23; 1 Tim. 2:13; 1 Cor. 10:31, 15:22; Rom 3:23, 5:12; John 3:16-18).

4. **SIN:** God is righteous and has revealed righteousness in terms of human behavior through His Word, including both commandments and principles for living. By inherited nature and personal action, all men fall short of God's righteousness and thus are sinners and do sin in attitude, action, and thought. To deny this tenet is to reject what God has revealed about human nature and behavior. The consequence of sin is eternal condemnation, required by God's just nature. In love, God sent His Son, Jesus Christ, to satisfy the requirements of His justice, paying the price for our sin by His death. Believers in Jesus are in the process of becoming like Jesus with the expectation that they will sin less as they grow through the sanctifying work of the Holy Spirit and ultimately will be sinless upon entering His eternal presence (Ps. 51, 119; Rom. 3:21-26; I John 1:8-10; Rom. 5:12-19, 6:23; John 3:16; I John 3:2-3; 2 Cor. 3:18; Eph. 2:1-3).
5. **SALVATION:** We believe that salvation from the condemnation that results from sin is wholly of God, by grace through faith in the redemptive work of Jesus Christ (Eph. 2:8, 9). Regarding this salvation, our Lord says, "Truly, truly, I say to you, whoever hears my word and believes him who sent me has eternal life. He does not come into judgment, but has passed from death to life" (John 5:24). "Jesus said to her, 'I am the resurrection and the life. Whoever believes in me, though he die, yet shall he live, and everyone who lives and believes in me shall never die. Do you believe this?'" (John 11:25-26). "No one can come to me unless the Father who sent me draws him. And I will raise him up on the last day" (John 6:44). "My sheep hear my voice, and I know them, and they follow me. I give them eternal life, and they will never perish, and no one will snatch them out of my hand. My Father, who has given them to me, is greater than all, and no one is able to snatch them out of the Father's hand" (John 10:27-29). "Whoever believes in him is not condemned, but whoever does not believe is condemned already, because he has not believed in the name of the only Son of God" (John 3:18).
6. **CHURCH:** We believe that all who place their faith in Jesus Christ are immediately baptized by the Holy Spirit into one united spiritual Body – the Church (Matt. 16:18, 1 Cor. 12:12, 13) of which Christ is the Head (Eph. 1:22, 4:15; Col.1:18). Believers are to assemble in local churches as the body of Christ to fulfill the purposes Christ gave His Church (Acts 14:23,27; 20:17,28; Gal. 1:2; Eph. 4: 4-6; Phil. 1:1; I Thess. 1:1; 2 Thess. 1:1, Heb. 10:25).
 - a. We believe the Church's purpose is to worship and glorify God (Eph. 3:21) by devoting itself to prayer (Acts 2:42), by praise (Acts 2:47), by building itself up in the faith (Eph. 4:13-16), by instruction of the Word (2 Tim. 2:2,15; 3:16,17), by fellowship (Acts 2:42; I John 1:3), by keeping the ordinances (Luke 22:19; Acts 2:38-42), and by advancing and communicating the Gospel to the entire world (Matt. 28:19; Acts 1:8, 2:42).
 - b. Each member of the body of Christ is given one or more spiritual gifts according to God's will. No one gift is given to all members of the body, nor is any gift the necessary evidence of saving faith or of being filled with the Spirit. All gifts are given to build up the body of Christ and to fulfill God's purposes, including any biblical use of tongues, interpretation of tongues, healings, miracles, or prophesy (Eph. 1:13; 4:4-6; I Cor. 12-14; Rom. 12:4-6).

- c. We believe that the unity Christ gives us bears witness to His saving and sustaining grace (John 17: 20-26; 1 John 2:9-19; Eph. 4: 1-6).
- d. We believe that the one, supreme authority for the Church is Christ (I Cor. 11:3; Eph. 1:22; Col. 1:18) through Whom order, discipline, and worship are established.
- e. We believe the disciplining of sinning members of the congregation is in accord with the standards of Scripture (Matt. 18:15-22; Acts 5: 1 ff.; I Cor. 5:1-13; 2 Thess. 3:6-15; I Tim. 1:19, 20; Titus 1:10-16).
- f. We believe that two ordinances have been committed to the local church: Believer's Baptism and the Lord's Supper (Matt. 26:26-28; Matt. 28:18-20).

7. **CHRISTIAN CONDUCT:** We believe "... the grace of God has appeared, bringing salvation for all people, training us to renounce ungodliness and worldly passions, and to live self-controlled, upright, and godly lives in the present age, waiting for our blessed hope, the appearing of the glory of our great God and Savior Jesus Christ, who gave himself for us to redeem us from all lawlessness and to purify for himself a people for his own possession who are zealous for good works" (Titus 2:11-14). Therefore, the believer has responsibilities in relationship to the three institutions God has established: the family, the state, and the church.

- a. **The Family** - The institution of family has as its foundation the marriage of one man to one woman, as described in Genesis 2:24, "... a man shall leave his father and his mother and hold fast to his wife, and they shall become one flesh." This union is intended to be life-long, as Jesus counseled in Matthew 19:6, "... therefore what God has joined together, let not man separate." Love, mutual respect, and care are to guide family members as they fulfill Biblical responsibilities toward one another. Sexual acts and sexual intimacy are reserved for and appropriate only within this marriage relationship. We believe that life begins at conception, that human life is uniquely sacred, and that children are a gift from the Lord. God alone has the prerogative to give and take life which prerogative God delegates to human will only in cases of war, capital punishment after due process of law, and defense of self or others from imminent serious bodily harm or death (Gen. 2:18-25; Matt. 19:3-9; Ex. 20:14; I Cor. 6:18; Ps. 139:13-16; Gen. 9:6; Eph. 5:21-6:4; I Tim. 5:3-8; Deut. 32:39; I Sam. 2:6; Ps. 127: 3).
- b. **The State** - God has established governing authorities for the purpose of maintaining order in society and punishing wrongdoers. Submission to such authorities is commanded and may be set aside only when the command of such authorities is in violation of other Biblical commands (Rom. 13:1-7; I Tim. 2:1-4; Acts 5:25-32).
- c. **The Church** - As members of the body of Christ, we are also members of one another and are called to mutual love, care, and service toward one another. Our purpose is that every believer grows in likeness to Christ, and the service of every member works together toward this end. All of our gifts and resources come from God and belong to Him. The work of the church is financed by the regular, proportional giving of God's people. Believers are to live at peace with one another and resolve disputes between one another within the fellowship of believers. As witnesses who have experienced life in Christ, all believers are involved in sharing the message of salvation by various means (Rom. 12:3-16; Eph. 4:7-16; I Cor. 16:1-2; II Cor. 9:6-9; I Cor. 6:1-8; Acts 1:8; Matt. 28:18-20; Phil. 2:3-4).

8. **ANGELIC BEINGS:** We believe that angels, beings of a higher order than mankind, were created to serve God and worship Him. We believe the angel Satan exists and is the author of sin. He rebelled against God, involved other angels in his rebellion, and thus incurred God's judgment. Satan's temptation of Eve led to mankind's choice to sin (Gen. 3:1-7; Job 1:6-7, 38:4-7; Ps. 103:20; Matt. 25:41; Luke 10:18).
9. **FUTURE:** We believe in that blessed hope - the personal, visible, premillennial return of our Lord and Savior Jesus Christ. We believe in the resurrection of all who have died. Unbelievers will be condemned to the eternal lake of fire along with Satan and his fallen angels. All who have believed in Jesus Christ will inherit eternal life with God in the new Heaven and new Earth (Zech. 14:4-11; Dan. 9:24-27; John 14:1-3; Matt. 24:36, I Cor. 15:51; Titus 2:11-14; I Thess. 4:13-18, II Peter 3:10-13; Rev. 12:7-12; 1 John 5: 11-12; Rev. 20, 21).

ACADEMICS

This section of the handbook deals specifically with issues and policies related to academics.

Accreditation –

Damascus Christian School is a registered private school in the State of Oregon. In 2005, DCS was given full accreditation, grades K-12, by the Association for Christian Schools International (ACSI) and Northwest Association of Accredited Schools (NAAS). The purpose of accreditation is to assist schools in achieving a standard of excellence and to encourage them in a continuous process of assessment and ongoing institutional development. In addition, accreditation allows for high school credits to transfer to other schools and can substantially ease the college admittance process. We will re-apply for accreditation again in the spring of 2022.

Achievement Testing –

Up to three times a year, overall student progress is measured through NWEA MAPS standardized testing. This provides a means of comparison between DCS students and students across the United States and internationally who are of the same age/grade level. In addition, it helps us spot potential weaknesses in our curriculum and/or teaching methods. Results are kept confidential and are shared with parents during the school year. Parents may choose to opt out of testing for their child. In such a case, the school will assign alternative work for the student to complete.

Class Failure and Credit Recovery –

Each Monday, the Academic Dean will run a grade report to identify students below a 70% mark. Any student below 70% in any class will participate in a mandatory check-in at lunch with the Academic Dean until work is completed to raise his or her grade.

Each semester failed in a required class must be made up to recover credit necessary for graduation. Elective classes *may* also need to be retaken depending on a student's credit situation for high school graduation/college entrance requirements. The academic advisor will provide guidance and accountability through periodic contact with the family during the credit recovery process.

Students who have a failing grade at the conclusion of the semester will have to make up the credit at their own expense by having a current staff member, Northwest Heritage Academy, Impact Learning, or other approved institution facilitate credit recovery for the applicable content. Courses unique to DCS (i.e. Worldviews, Bible, etc.) will be retaken through independent study.

If a student does not make up the credit during the designated time, the principal, academic advisor, parents, and student will meet. An academic contract may be drafted or the student may be asked to leave DCS. Additionally, if the student fails to meet the academic contract, he or she may be asked to leave DCS. Seniors who fail a class will conference with the academic advisor (and possibly classroom teachers) to determine options available to them. This may include the possibility of not participating at graduation; a diploma will be issued upon completion of satisfactory credit recovery work.

The “F” semester grade will be replaced with the earned credit recovery grade. Both the semester grade and GPA will reflect this new grade.

Curriculum –

DCS seeks to complement and support the Christian home in training young people to live in God’s will for their lives. Reflecting this philosophy, our Christ-centered curriculum provides our students with a well-integrated academic program and assists them in developing a Biblical worldview.

We emphasize both academic excellence and Christian character development by offering a variety of subjects and activities designed to develop commitment to God and an excitement to learn. We have the privilege of integrating spiritual truths with academic subjects in order to prepare students to face the pressures of life from a Biblical stance.

Bible, language arts, math, science, social sciences, health, and physical education make up the foundation for our curriculum. Other course offerings may include choir, band, art, yearbook, contemporary issues, computers, drama, foreign language, technology, home economics, shop, speech and a variety of online classes. Courses vary from year-to-year dependent upon needs and available personnel.

Grading –

The grading system of our school is designed to give parents and students a true indication of the child’s progress or lack thereof.

100-97% = A+	89-87% = B+	79-77% = C+	69-67% = D+
96-93% = A	86-83% = B	76-73% = C	66-63% = D
92-90% = A-	82-80% = B-	72-70% = C-	62-60% = D
			59-0% = F

The letter grade will be used on the report card for a student’s academic standing. The student grade should reflect the competency of the content. The following guidelines are:

A = superior effort, initiative shown beyond the given assignment (100-90%)

- B = above average, meets expectations of assignment (89-80%)
- C = average, ordinary in growth and improvement, needs encouragement (79-70%)
- D = below average, not meeting assignment expectations (69-60%)
- F = failing, unsatisfactory work (59-0%)
- I = incomplete, no grade given, must be made up within a specified time
- P/NP = pass/no pass
- S, N, U = satisfactory, needs improvement, unsatisfactory

Class rank and grade point average (GPA) are determined by considering all courses other than pass/no pass classes taken in 9th grade through the first semester of 12th grade. Honors-level courses are assigned an additional 0.25 to the GPA to account for the increased rigor required for the course. To determine valedictorian and salutatorian honors, the following designations will be used:

A+ = 4.0	A = 4.0	A- = 3.7	F = 0
B+ = 3.3	B = 3.0	B- = 2.7	
C+ = 2.3	C = 2.0	C- = 1.7	
D+ = 1.3	D = 1.0	D- = 0.7	+0.25 = Honors-level

Transfer students are considered for class rank and valedictorian or salutatorian honors if their transcripts validate these achievements.

Graduation Requirements –

Students at the high school level will pursue a college-prep diploma for entrance to a 4-year university. This way students can access the greatest number of post-secondary options available.

A student must successfully complete 26 credits. All credits are obtained by passing with a “D” or above. An “F” earns no credit, and if received in a required class, must be made up within a set period of time. The following list provides a synopsis of our curriculum based on Oregon’s standards for graduation.

- **Language Arts** (4 credits): Includes grammar, spelling, literature, research, writing, speaking, and listening
- **Mathematics** (3 credits): Must be at the Algebra 1 level or higher for high school credit
- **Science** (3 credits): Includes Biology, Chemistry, and Physics
- **Social Science** (4 credits): Includes World History, U.S. History, Government/Economics, Geography, and Worldviews
- **Health and PE** (2 credits): Includes the development of a lifelong interest in physical fitness and covers nutrition, first aid, and the 12 body systems. Competing in 2 seasons of sports can cover ½ credit of PE.
- **Second Language, The Arts, Career & Technical Ed** (3 credits): Includes Spanish primarily but may also include other language choices. This also includes a career/technical education class.

- **Electives** (remaining credits): Includes Bible classes and a variety of other options that may vary from year to year, such as computers, art, music, band, drama, online classes, home economics, shop, etc. These courses are dependent upon students' needs and interests but also on the availability of personnel.

Homework –

Homework is designed to support or extend classroom learning, develop work habits that are essential throughout life, facilitate research projects, and assist a student in work completion due to absenteeism. (See Attendance section). In preparation for higher education, high school students should expect more homework than elementary students. If a parent becomes concerned about the amount of homework or the student is feeling anxious about the schoolwork, a parent should schedule an appointment with the teacher to discuss concerns.

All students are expected to complete homework when due. Teachers will enter 0's into the grade book for missing work. For grades 4-12, late work will be accepted up to one week past the due date and will be assigned no less 50% of the original score, or at discretion of the teacher. Work turned in over a week late will receive a grade based on the policy set by the classroom teacher.

Honor Roll –

Every quarter, an Honor Roll is posted for 4-12th graders based upon academic performance. *Highest Honors* is awarded to those who establish a straight-A record. *Honors* is given to any combination of A's and B's.

A "U" (Unsatisfactory) in any subject will keep a student from being on the Honor Roll that quarter. Honor Roll status requires an "S" (Satisfactory) report in classroom behavior, application, attitude and effort.

Parent-Teacher Conferences –

Twice during the year school is dismissed for Parent-Teacher Conferences. Teachers will use this time to review the student's progress, strengths, work areas, as well as offer practical suggestions for strengthening any area that appears weak. Parents are encouraged to share insights about their child that can benefit the teacher and their child's education.

The **elementary conference** times are directly set up in advance between individual classroom teachers and parents. Each conference lasts for 15 minutes.

During **secondary conferences** parents should first visit with the homeroom teacher to receive the report card and discuss class progress. Then they move between other applicable teachers, with each conference lasting about five minutes. If more time is needed, arrangements can be made so as to allow other parents time with the teacher.

Conferences may be schedule at any time during the school year. If you would like to meet with your child's teacher(s), please contact them directly to arrange a time.

Plagiarism –

Plagiarism has been defined as "copying the words or ideas of another person or institution without acknowledging that you got those words or ideas from that source" (Emory University

Writing Center). With the advent of the Internet and the myriad of sources available to download, the temptation to use someone else's creation and call it your own is an ever-present temptation. A student caught plagiarizing may receive one or more of the following consequences as deemed necessary by the teacher: a zero for the assignment, correct completion of the assignment and/or appropriate disciplinary recourse as outlined in the Disciplinary Flow Chart.

Student Transfer / Withdrawal –

Students must obtain a withdrawal form from the office and have it properly completed and initialed by the teacher(s) indicating that all textbooks, school-owned supplies, and fees are cleared. The form is then submitted to the bookkeeper for final clearance. Transcripts will not be released until all fees are paid. A copy of the most recent report card and current grades will be given to the parent when all of the above steps are complete. All records will be sent to the next school based upon applicable state and federal rules. The school administrator may request an exit conference with parents and student.

Emergency withdrawals (disciplinary, serious illness, etc.) will be handled directly by the administrator.

Prior to acceptance, students who desire to transfer into Damascus Christian High School during or after their freshman year will have their high school transcript go through a process of evaluation. This evaluation process will vary depending on whether the student's credits to be transferred are from an accredited or non-accredited school program.

Course credits for students who are from public schools, accredited private schools or accredited home school programs will be accepted. DCS requires a copy of the student's high school transcripts from the school they are leaving prior to entry into DCS. Home school families are also to provide their student's state assessment test scores. Upon the receipt of the sending high school transcripts, the sending school's accreditation must be verified if DCS is not familiar with the school. DCS will keep a record of all sending school transcripts in the student's permanent file.

When colleges request high school transcripts, DCS will send all high school transcripts it has available to the college. If high school transcripts other than DCS transcripts are not on file it is the school families' responsibility to provide the missing high school transcripts.

Course credits for students who are from non-accredited private schools or non-accredited home school programs, with or without state assessment test scores, will be subject to a review prior to the student's acceptance at DCS. DCS will review course credits through various evaluation methods. Such methods may include:

- The teacher conducting an "end of course" test to evaluate the student's comprehension of the subject matter. An example of this form of evaluation may be verifying the student's understanding of certain math concepts.
- The teacher may ask to see an overview of the curriculum used. Documentation from the sending school or home school family will be provided to DCS in order to evaluate the curriculum and materials used by the school or home school family, the number of seat hours per course, and the scores of any standardized tests taken.
- If there is not an appropriate means for verifying the course taken then DCS does not accept that course for credit.

- If DCS cannot accept the credit then the new student will be required to make up any necessary credits in order to graduate from DCS.

Transcripts –

Two transcripts will be sent to colleges or given to students free of charge. Additional transcripts may be obtained for \$5.00 each.

POLICIES & PROCEDURES

Accidents / Emergency Data Card –

Minor scrapes, bumps, cuts, and bruises will be treated at the school office with a first-aid kit. If further attention is needed, the office will call the student's home or the emergency number provided. It is essential for parents or guardians to accurately provide all the required information requested by DCS. If you move during the school year, please contact the school office to make necessary address/phone changes.

Address and Phone Changes –

Please notify the school office at once when there are changes in street address and/or telephone number.

Admission Policy –

Preamble –

It is of paramount importance that a Christian home and a Christian church support a Christian school. Damascus Christian School was founded in 1975 to educate the children of Christian parents who support and align with our mission, vision and values. The school does not exist to replace the training of the home or the church; all three should complement one another. Each should be in Biblical agreement for a truly well rounded Christian education of the child. It is essential that the school, church and family are all engaged in the discipleship process of the student if the student outcomes are to be achieved. It is therefore necessary that all the parents agree with the philosophy and teaching of the school.

The following admission policies have been adopted to assure consistent standards of admission in agreement with the philosophy and purpose of the school.

Criteria for Admission –

- 1) Parents must be born-again, Bible-believing, Christ-honoring Christians. (An exception may be made when one parent meets this criteria and the non-believing spouse agrees *not* to oppose the Biblical teaching of the school.)
- 2) All families should be in active fellowship with a Bible-believing church.
- 3) Parents must initial that they have read and acknowledge each point of the Statement of

Faith and agree to have their children educated in accordance therewith.

- 4) Parents must agree in writing that they will:
 - a. Grant the school full discretion in the discipline of their children within bounds of the discipline policy.
 - b. Grant the school full discretion for the grade placement of children.
 - c. Meet all tuition and other financial obligations.
 - d. Willingly support the school in prayer and in lending practical help as needed by the school.
 - e. Perform as is required by the Parent's Code.
- 5) Parents and prospective students must be interviewed by the school administrator, and at his discretion, the grade-level teacher of the prospective student.
- 6) Prospective kindergarten students must be five years old by September 1st of their entering school year.
- 7) Students of DCC members and DCC/DCS staff have priority for enrollment over students of prospective families.
- 8) We retain the right to deny admission to students whose needs we deem are beyond our resources and personnel.
- 9) Damascus Christian School does not discriminate on the basis of sex, race, color, ethnic, or national origin. Qualified students are entitled to the rights and privileges generally afforded students DCS.

Parent's Code –

- 1) I will partner with DCS in the educating of my children.
- 2) I will support Damascus Christian School through prayer, utilizing my spiritual gifts and skills, and recommending DCS to other Christian families as opportunities arise.
- 3) I will pay all of my financial obligations to DCS on or before the date due.
- 4) I will attend meetings and parent functions of the School.
- 5) If I become dissatisfied with the School in any respect, I will seek to resolve the matter with the staff member(s) most directly involved.

Allergies –

DCS seeks to provide a safe and healthy learning environment for students with allergies and to maintain the right of such students to participate in reasonable school activities. The Emergency Response Team will work to ensure rapid and effective response in the case of a severe or potentially life-threatening allergic reaction.

The key of providing a safe environment is good communications between the family, student, and school and each fulfilling their responsibilities. According to the Allergy Policy, parents must work with the school office and teachers to develop an Individualized Health Plan (IHP) to accommodate the student's needs at school (i.e. classroom, playground, gym, kitchen, school

sponsored activities, field trips, athletic outings, and school bus). Parents need to also provide current medications and educate the child in self-recognition and management of his or her allergy. Similarly, the school will educate staff about students' IHP plans, provide trainings on recognizing signs of allergic reactions and administering an EpiPen for example, and limit student contact with offending allergens. DCS does reserve the right to deny a student admission based on the severity of the allergy or on the student's own capacity to responsibly address his or her own health situation.

Attendance / Make Up Work / Tardiness –

DCS places high priority on regular school attendance, as it maximizes student learning and success. Teachers will encourage parents to regularly monitor RenWeb for their student's attendance history.

Elementary teachers will take attendance at the start of each day. Any partial day absence will be recorded by the school office.

Secondary teachers will take attendance at the start of each class period. Any class that a secondary student misses more than ½ the period—except for school-related absences and college visits—will count toward the accumulated total of absences for the quarter/semester.

Any student absent more than 10 times in a semester, including excused and unexcused absences, will be required to meet with their teacher, parents, and the attendance committee to determine if a plan is required to recover their lost learning and course credit. For example, students may complete summer school at their own expense of \$50 a day to retain credit.

Effect of Partial Day Absence on Participation in Extra-Curricular Activities –

Students must report to school by 8:15 A.M. or they will not be allowed to participate in extra-curricular activities that day without special permission from the administration. It would be ill-advised to participate in a strenuous practice or game if a student was sick enough to have missed school. We would prefer not to put that student at any further risk.

Excused Absences –

Excused absences include illnesses, court appointments, medical appointments, funerals and school sanctioned activities. When returning from such an absence, secondary students must check in at the office with an excuse in writing, over e-mail, or by phone, explaining the reason for the absence and will be given a re-admit slip; this slip should be presented to each teacher at the beginning of class. Elementary students directly turn their written excuse into their teacher. If a student returns to school without a note excusing their absence, he or she will receive a detention.

Sports Absences — Absences due to sporting events are excused as long as a student has attended school prior to leaving for the event, per athletic handbook. These absences will not count toward a student's total for any class.

College Preview Absences — Students who miss school to preview potential colleges are excused as long as they fill out a pre-excused absence form. These absences will not count toward a student's total for any class, with a limit of 5 preview days.

Student Council/Outdoor School Absences — Students who participate in school leadership and service opportunities will be excused when they are absent in participation of events related to student council and outdoor school. These absences will not count toward a student's total for any class.

If a student has 5 consecutive absences or 10 cumulative absences related illnesses or if a student has numerous unexcused absences, the administrator may issue an attendance citation to the student and call for a parent-student-administrator conference. Truancy infractions will result in consequences outlined on the Disciplinary Flow Chart.

Unexcused Absences – What are unexcused absences?

A student will be assigned an unexcused absence when no communication for the absence is provided. If a student has numerous unexcused absences, the administrator may issue an attendance citation to the student and call for a parent-student-administrator conference. Truancy infractions will result in consequences outlined on the Disciplinary Flow Chart.

Make Up Work –

Although it is the responsibility of the student to request missed assignments upon return from an absence, it is important for the teacher to provide assistance in this process. To make up classwork, students will receive one day for every one day absent plus an additional day to make up work. (For example, if a student misses two school days, they have three school days to make up that work.) The instructor should develop a timeline with individual students to complete larger assignments or to take assessments. Failure to complete work will result in a lowered grade according to the value of the work missed.

Students participating in athletics, extra-curricular activities, or other school-related events must turn in all work due that day and also obtain work from classes that will be missed before leaving school. It is the student's responsibility to pre-arrange time with the classroom teacher to take scheduled tests and quizzes.

Minimum Attendance Policy –

If a student is absent for an extended period of time for any reason, the administration will schedule a conference with the parents to reevaluate student status and possibly create an academic plan/contract to make up work and seat hours. Additional work may be required before credit can be given. Each situation will be evaluated on an individual basis.

Pre-Arranged Absences –

For non-illness absences, please notify the school as far in advance as possible of the upcoming extended absences. Elementary teachers can be notified directly while secondary students should complete the Prearranged Notification for Extended Absences form from the school office and have each teacher sign it.

Work may or may not be provided ahead of time for pre-arranged absences. Projects assigned prior to the absence or due during the absence period will be given a due date determined by each teacher. Upon a student's return, it will be his or her responsibility to obtain and complete all missed assignments. One day for every one day absent plus an additional day to make up work. (For example, if a student misses two school days, they

have three school days to make up that work.) Failure to complete make-up work within the designated time will adversely affect the student's grade. If a student fails to complete a pre-arranged absence form for planned events the students will serve a detention.

Tardiness –

Students will receive tardies as the result of arriving late to class. The teacher will communicate to the class at the start of the year what the desired location and behavior should be when the tardy bell rings; this usually means students are seated at their desks. A tardy may be excused for reasons such as traffic, unexpected roadwork, unusual weather conditions, or car trouble; these reasons carry no penalty. However, a tardy will be considered unexcused for reasons such as oversleeping, running late, or long lines at the coffee shop or bathroom. Unexcused tardies bear the consequences outlined on the Disciplinary Flow Chart.

Truant tardies occur when a student misses more than 15 minutes of any class. Truant tardies will merit an automatic detention.

Elementary students are to report to the office when arriving after the tardy bell has rung. Secondary students are to report first to the school office if arriving after the tardy bell has rung. The secretary will determine whether the tardy is excused or unexcused. At 9:15 A.M., a tardy mark turns into an absence. If a student has been in attendance earlier that school day but then arrives after 15 minutes into any class, he or she will receive a detention for truancy and will be marked as an unexcused absence.

Background Checks / Driver's Insurance Verification –

DCS requires that all individuals who have contact with our students submit to a background check, paid for by the school. This would include volunteer classroom helpers, room parents/grandparents, aides, teachers, substitutes, student teachers, field trip chaperones/drivers, coaches, etc.

In addition, our insurance company requires that anyone who uses their own vehicle to transport students must show verification of insurance coverage of liability with a mandatory minimum of \$100,000 for property damage and \$300,000 for bodily injury. A copy of the declaration page of your personal automobile insurance policy must be provided to the Business Administrator of school secretary annually.

Book Damage –

If a book (text, library, or resource) is damaged to the point that it has to be replaced, the full replacement price (cost of book plus shipping) will be charged to the student(s) responsible. A charge may be assessed students for any page or cover that is damaged beyond normal wear and tear. Charges will not exceed the price of the book. Hardbound books must have appropriate book covers.

Calendar –

Prior to the start of school, a yearly calendar will be issued giving important dates and events. You will receive any updates to the calendar or schedule changes through DCS News emails, the DCS website, or on RenWeb.

Chapel –

Chapel is a vital part of learning each week. The purpose is to help students develop a sense of worship and apply the Word of God to their daily lives. We seek to keep the programs relevant, interesting, and challenging, by providing presentations from various pastors, youth workers, missionaries, staff, students, music groups, drama, and other groups.

Closed Campus –

Students will not be allowed to leave the campus during school hours except for scheduled appointments with parent consent.

The exception to this is off-campus lunch privileges for juniors and seniors. A student exiting campus during lunch must sign out in the office and return on time as to not be tardy to 5th period. If he or she misses any of 5th period, this privilege will be lost for 2 weeks. If a 2nd tardy follows being off campus, he or she will lose the privilege for 4 weeks. If a 3rd tardy occurs, he or she will lose the privilege for the remainder of the school year. If a student fails to sign out, they will lose their off-campus privileges for the remainder of the semester. Juniors and seniors are not allowed to transport underclassmen off campus during lunchtime. If this privilege is violated, those involved will be dealt with according to the Disciplinary Flow chart.

Communication between School and Home –

Good communication is the lifeline of any organization. Parents are encouraged to contact the person most directly involved if there is a question, concern, or problem.

Many teachers send home regular class memos or newsletters. Each week, the office will send out the *Eagle Eye*, which will include upcoming activities, events, and other school-related information. In addition, a monthly newsletter will be sent out to highlight staff, academic and spiritual achievements, outreach opportunities, sports updates, etc. Our website, www.dcs4you.org and our app, are the best resources to stay up to date on all things related to DCS.

RenWeb (www.renweb.com) enables us to offer even better home-school communications pertaining directly to the classroom. Parents are able to log in to their secure parent-site to view their child's grades, attendance record, homework assignments, as well as their family demographics, class directory, teacher email addresses, teacher announcements, report cards and transcripts, and accounting information. For instructions on accessing your RenWeb site, see the COMMUNICATIONS section toward the end of this document.

Parents, students, and alumni are encouraged to regularly visit our website at www.dcs4you.org.

Computer Use –

During school hours, students have access to computers, iPads, Chromebooks and a computer lab. All 4th through 12th graders are provided Google accounts. Account settings are limited or expanded based on the student age and academic needs. These accounts are also monitored by staff. To get a user account, students and their parents need to read and sign the Computer Use Policy. High School students are permitted to bring their own devices and use them as permitted by school staff.

Violation of the Damascus Christian School's Computer Use Policy will result in loss of computer privileges or other disciplinary action. The below rules are not exhaustive, so if it will reflect poorly on you or the school, if it will disturb others, or if it might damage computers or the network, do not do it.

- No eating or drinking while using a computer.
- No games of any kind unless part of class work.
- Do not install any software or modify or delete any system files on any computers.
- CD-ROMs and other multimedia equipment are for schoolwork only. Do not use them for playing music or other recreational activities.
- Respect the equipment. Do not remove or disconnect any labels, parts or cables.
- Do not read or modify other users' files.
- Keep your password to yourself. Remember it.
- Never impersonate another user by using their name or password.
- Do not access files, accounts or any URL unless needed to complete an assignment.
- Keep the computer area clean.
- Log off before you leave the room.

Early Dismissal –

If a student must leave campus for a scheduled appointment before the regular dismissal time, he or she must be picked up at the office. A note, phone call or email should be sent informing the teacher and office of the early dismissal, so he or she can be dismissed from class on time and be waiting in the school office. If the student drives, the office must have a note, phone call or email from the parent or guardian stating the reason, destination, and time for the early dismissal. All students must check out with the office prior to leaving.

Emergency Drills –

Drills for a variety of emergency situations will be held regularly. Teachers will instruct their classes as to each procedure and then practice them routinely. Students are to evacuate the building in an orderly manner—single file, without talking, pushing, or running. Each teacher will accompany his or her class. An evacuation plan is posted in each room.

Field Trips –

To enhance the educational experience, field trips may be taken during the school year, depending upon the grade level and subject. Although such off-campus learning excursions are enjoyable, they are designed primarily to enrich learning. Teachers may ask students to take notes or complete a project, which would tie in with the trip.

Information regarding specific trips will be sent home in advance of an excursion. Field trips may require a fee to cover the cost of admissions and travel. Parents may also be invited to serve as chaperones. Parents are expected to adhere to the DCS Dress Code in their attire. Background checks and driver's insurance minimums are to be on file in the school office prior to the field trip. All school rules apply to school-sponsored events.

Financial Policy –

Tuition Payments –

- 1) Tuition may be paid over a nine, ten, or eleven-month basis. Please select your plan by contacting the bookkeeper. The first payment is due August 1st. Please note: All tuition and fees must be paid in full by graduation day in order for seniors to receive their diploma and transcripts.
- 2) Billing statements are sent out around the 20th of each month.
- 3) All tuition is due by the first of each month. If the due date falls on a weekend or holiday, the next school day will be the due date. All other fees are payable as billed.
- 4) Regular monthly tuition payments must be made on each account through our school's website (www.dcs4you.org), which uses **VANCO's secure auto-pay**.
- 5) Once a payment plan is selected, it should remain in effect the entire year. Also, the tuition commitment is for the amount of a full school year and will not be pro-rated except for circumstances beyond a family's control, such as health events, which prevent a student's attendance. In this instance, please complete a **Financial Hardship Application**. The administrator and bookkeeper must approve any changes to the plan.
- 6) If a student is withdrawn *before* the 15th of the month, the monthly tuition rate will be one half. If the student is withdrawn *on or after* the 15th, the full month's tuition still is due.
- 7) The registration fee is non-refundable, unless admission is denied.

Delinquent Tuition / Fees –

- 1) Payments not received by the 1st of the month may be subject to a 2% late fee.
- 2) After 15 days of delinquency, a letter will be mailed out as a reminder of payment.
- 3) After 30 days of delinquency, the student will be suspended unless acceptable arrangements for payment have been made. The delinquent account may begin accruing interest at the rate of 2% per month. Contact the bookkeeper through the school office to discuss delinquent accounts.
- 4) If accounts fall in arrears and become delinquent, the student is not permitted to participate in extra-curricular activities (sports, drama, etc.). Also, transcripts and diplomas will not be released if a student's account is in arrears.
- 5) Students will not be admitted to a new school year unless all past school tuition and fees have been paid in full no later than July 30th.

Tuition Assistance –

Damascus Christian School is committed to working with families to help them meet their financial obligations.

FACTS Online Application –

DCS seeks to provide tuition assistance to needy families. To see if you qualify, visit the FACTS website through our school's homepage and complete the grant

and aid assessment application by May 1st. According to our policies, only families who qualify for assistance according to FACTS will be eligible for tuition assistance and will be given proportionately to ensure support is available for all families who apply.

Financial Hardship Application –

If you foresee a temporary delay in keeping your financial commitment, a Financial Hardship application can be requested from the bookkeeper. This form is designed to create an alternate plan for your short-term inability to pay tuition to DCS, but it does not replace your accountability to pay in full the outstanding tuition balance.

Friday Feast –

Most Fridays a group of school parents arrange for a tasty lunch for the students and staff. These meals, along with drinks and other items, are sold at a nominal fee. Profits go toward various school projects and activities. Students are not allowed to use the kitchen on Friday Feast Day.

Illness and Medical Guidelines – [please visit this website for a more comprehensive communicable disease protocol](#)

Please make the classroom teacher aware of any special physical problems your child may have. Medication should be noted on the enrollment or reenrollment forms. Time and dosage must be clearly indicated on the originally labeled container, and a written note from the parent/legal guardian must accompany the medication giving the office personnel permission to dispense it.

If your child is suffering from a communicable disease, he or she often displays signs such as sneezing, fever, coughing, runny nose, sore throat, red eyes, etc. The child should stay home for the benefit of the child, the class, and the family. If a child is vomiting or has a fever, he or she is not to attend school until at least 24 hours after the temperature has returned to normal and all vomiting has ceased. It is best for the child if they remain home until they are well enough to participate at outdoor recess as well.

Should a child become ill at school, the student is to report to the office. The office will immediately contact the parents. If the parent cannot be reached, the student will be isolated until the parents or person noted on the enrollment or reenrollment forms can be reached. Students are not to use their cell phones to make arrangements to be picked up by parents or others.

Any child who contracts head lice is not to return to school until he or she has been treated with the appropriate medicinal shampoo and the family's house has been treated to prevent re-infestation by washing all bedding and clothing the child has worn or has been near. All furniture and carpets should be vacuumed and the vacuum bag disposed. Students should avoid sharing combs, hats, or brushes.

Immunizations –

The State of Oregon requires that every child age 5 to 14 entering an Oregon public or private school for the first time give evidence that he is adequately immunized against measles, polio, diphtheria, whooping cough, hepatitis, and tetanus. Refusal or failure to present such documentation will be grounds for probation from school until immunization evidence is presented. Under some circumstances, there are exceptions for medical or religious reasons.

Please note that documentation of vaccinations will be required for completion of registration each fall for each new student and for returning students with new age-appropriate requirements.

Kitchen Usage / Lunch –

Kitchen microwaves are available to secondary students; however, there will be no student use of the kitchen on Fridays due to Friday Feast.

Elementary students are to eat lunch in their rooms under the supervision of their teachers. Secondary students may eat in classrooms located in the downstairs halls but may not roam the halls with food nor eat upstairs in the main building. Secondary students are not to eat in the balcony, stairwells, auditorium, foyer, etc. When weather permits, lunches may be eaten outside in the courtyard as long as the litter is picked up. Floors are to be free of lunch debris before students resume class.

Living Classrooms –

Living classrooms are a unique opportunity afforded to our high school students. It is also important to note that these living classrooms meet instructional hours required by the state and address academic standards in particular content areas. As a result, students who are unable to or unwilling to participate in living classrooms are still responsible to meet the academic hours and the content covered through these living classrooms. Students who are not participating in living classrooms will need to schedule a conference with the administrator to discuss alternative options to address the content standards covered and the instructional hours being met.

Lockers –

Secondary students may be assigned lockers with a school combination lock. No personal locks are to be used on lockers. Lock combinations should not be shared with other students, as DCS will not assume responsibility for anything taken and/or lost from a locker. If lockers malfunction, the office is to be notified. Students will be assessed a replacement fee for lost, stolen, or damaged locks. Lockers are the property of DCS and may be inspected by school staff at any time. Refer to the Search and Seizure section.

Jamming items in the doors and/or locking mechanisms to prevent the doors from locking is prohibited; jamming will eventually ruin the locks. Students who persist in this behavior may lose the right to have a locker.

Students are able to decorate the inside of lockers with tasteful décor. Sticky tack is to be used instead of tape to post pictures and sayings. Scantily clad models, macho-military types, off-color innuendoes have no place in school.

Lost Property –

Most lost and found items are stored outside the athletic office in the gym. Pricier items will be kept in the school office. Non-claimed items will be removed regularly and donated to charity.

Non-Discriminatory Policy –

Damascus Christian School does not discriminate on the basis of race, color, gender, ethnic, or national origin. Qualified students are entitled to the rights and privileges generally afforded students at DCS.

Outdoor School –

Each year our 6th graders participate in Outdoor School, designed to give them a greater appreciation for God's creation as well as a glimpse into the history of Oregon. Our own qualified staff provides instruction. Counselors are made up of DCS high school students, who have been interviewed, accepted, and trained for this program. Outdoor school consists of 3 days spent at a designated site, either at the Oregon coast or in central Oregon.

Parental Involvement –

DCS places a high value on parental (and grandparent) involvement. Without parents' help and support, it would be very difficult to offer the type of educational program we desire. If you would like further information on being involved in your child's educational process, please contact your child's teacher or the school office. Due to insurance requirements and our desire to provide a safe environment for our students, all volunteers working with children must agree to, and pass, a background check provided by the school.

Parties –

Parties are enjoyed in classrooms before Christmas and at other times during the school year at discretion of the teacher. Because of the implications of Halloween, Halloween activities and parties are prohibited. As an alternative, DCS in cooperation with Damascus Community Church provides the community a carnival-style Harvest Festival.

A student may bring store-bought treats to share with classmates on his or her birthday. Parents are asked to make prior arrangements with the teacher.

School Closure Due To Inclement Weather –

In the event of inclement weather, tune in to Portland area radio or TV stations by 7:30 A.M. for the School Closure Report. You will not be personally notified unless you have signed up for Flash Alert messages. For more information about Flash alert, go to <http://www.flashalert.net/>.

If you feel the roads in your area are unsafe and choose to keep your child home while the school remains open, we support your decision. Please contact the office, so the absence can be excused.

If school must be closed midday due to rapidly deteriorating weather conditions, it will be posted on TV/radio stations, Flash Alert, our website and on our app. We will attempt to contact each parent through email or Flash Alert messages. Please wait for the official school closure announcement; students are not to phone for parents to pick them up as this is in violation of our cell phone policy.

High school students who drive will be dismissed after signing out in the school office. Student drivers will not be allowed to transport other students, besides siblings, without prior written permission from parent/guardians. Other students will continue in classes until a parent or designated driver has arrived. All parents/drivers are to come to the school office to sign out those students riding with them. Students will be notified when their ride is waiting in the school office.

School Colors, Mascot, and Verse –

School colors are maroon and gold. Our mascot is the eagle. Our school verse is II Timothy 2:15:

Be diligent to present yourself approved to God as a workman who does not need to be ashamed, handling accurately the word of truth.

School Hours / Arrival and Pick Up Times – During times of distance or hybrid learning times may vary.

Office Hours: 7:45 A.M. – 4:00 P.M.

Classes:	Kindergarten – 6 th Grade	8:15 A.M. – 3:00 P.M.
	Grades 7 – 12 th Grade	8:15 A.M. – 3:15 P.M.

Dismissal Times on Half Days:

Kindergarten – 6 th Grade	11:45 A.M.
Grades 7 – 12 th Grade	12:00 P.M.

Your child's safety is very important to us. Please support us in providing a secure place for your child by not having them on campus when there is no adult supervision. Student supervision begins at 7:45 A.M. for all students except those enrolled in a zero-period class.

Please do not allow children to exit the vehicle from the driver's side or prior to reaching the courtyard. Observe the 5 mph speed limit and route pattern communicated at the start of the school year.

Students in grades K – 12th grade are to be dropped off in the gym. All students K – 12th grade are to remain in the gym until they are dismissed or escorted by staff to their classes. Faculty monitors will be present to supervise.

After 3:15 P.M. students must be under the supervision of a teacher, coach, adult tutor, school-facilitated club or in the library. Students will be ushered to the library or office and parents will be contacted if they have not been picked up by 3:30 PM.

No students are to be on school grounds outside the designated times unless special permission has been granted through the office. When there is enough interest the school may provide after school care at a designated cost per hour.

School Pictures –

Each fall, a professional photographer takes pictures of each student. School families may purchase portrait packages. Each family will be notified of the date and cost.

Tax Deductible Gifts –

Monetary gifts, given above and beyond regular church commitments, help to equip our playground, provide resources for computer and science labs, and bolster teachers' salaries. All gift checks, payable to Damascus Christian School, are tax deductible; however, money directed toward tuition of a specific child is not tax deductible.

Telephone Usage –

The office phones are reserved for official business, emergencies, or student calls with permission from office personnel. All student cell phones according to policy must be turned off during

school hours, including between classes and during lunch.

Transportation –

DCS does not provide bus service to our students. If you have trouble arranging transportation for your child, contact the school office for names and phone numbers of other students in your area, so a carpool can be established. Student drivers are not to transport students to DCS events. Please drive with extreme caution and attentiveness on the DCS campus.

Visitors –

All visitors are to report directly to the school office to obtain a visitor's ID badge. Visits must be arranged in advance with the administrator and teacher(s) and must not last more than a half-day. Parents are welcome to visit school at any time. Please call 24 hours in advance to ensure that you are able to observe the subjects and activities that are of special interest to you. If time is desired with a teacher or administrator during school hours, an appointment must be made. Prospective students and their families may visit the school, but parents may be expected to stay with their K-8th grade child. Visits by non-DCS students during lunchtime must be pre-arranged in the office and will be limited.

DRESS CODE:

Attire & Appearance –

This code is intended to preserve a beneficial learning environment and assure the safety and well-being of students at Damascus Christian School.

The responsibility for the dress and grooming of a student rests primarily with the student and their parents or guardians.

Goals of Our Student Dress Code

- Maintain a safe learning environment.
- Prevent students from wearing clothing with offensive images or language, including profanity, hate speech, pornography and clothing with images or language depicting or advocating violence or the use of alcohol or drugs.
- Dress in accordance with one's biological gender
- Help students wear clothing that would allow them to perform all tasks with ease of function and that is appropriate to living and working in a co-ed Christian school which values modesty, appropriateness, functionality, neatness, and cleanliness.

Allowable Dress & Grooming

Boys K-12

- Clothing must cover undergarments and not be see through or transparent.
- Clothing should be free of rips and holes.

- Shorts must be in the area of the knee.
- Shirts should cover the entire torso.
- Sweatshirts with or without hoods are allowed. Hoods should not be worn in the building.
- Hats, visors, sweatbands, and sunglasses should not be worn in the building.
- Body piercings, spiked jewelry, tattoos and non-natural hair colors are not appropriate.

Girls K-12

- Clothing must cover undergarments and not be see through or transparent.
- Clothing should be free of rips and holes.
- Skirts, dress, split skirts must be in the area of the knee.
- Shorts must be in the area of the knee.
- Leggings can be worn under appropriate length of shirt, skirt or dress but must be in the area of the knee. Pre-K through 3rd grade may wear leggings but the shirt, skirt or dress must adequately cover the bottom.
- Shirts, blouses, tops should not show cleavage, bare midriffs/back or undergarments.
- Sweatshirts with or without hoods are allowed. Hoods should not be worn in the building.
- Hats, visors, sweatbands, and sunglasses should not be worn in the building.
- Body piercings (except ear), spiked jewelry, tattoos and non-natural hair colors are not appropriate.

As with any policy inclusion of all possible situations is difficult. Therefore, it will be up to the administration to make final decisions regarding the dress code.

Please refer to the Disciplinary Flow Chart for dress code infractions and their consequences.

CONDUCT

Bullying and Cyber-Bullying –

Both bullying and cyber-bullying are intentional, hurtful acts where one student (or group of students) is trying to manipulate or intimidate another. Examples include repeated and targeted name-calling or verbal smears; inappropriate comments via email, text, instant messaging, telephone communication, Internet blog, chat-room, or postings; and hostile or defamatory personal websites. Although cyber-bullying will most likely occur off campus, the effects of all bullying are definitely felt while on campus and within the school community. DCS will take the appropriate steps according to the Disciplinary Flow Chart and restore the safe atmosphere of our campus.

Cell Phones and Other Personal Electronics –

Student cell phones and other personal electronics are to be turned off and put away during school hours (8:10 A.M. – 3:10 P.M.), including between classes and at lunch. This will help to reduce distractions and encourage positive social interactions between students. If a student needs to get in touch with a parent or a parent needs to speak to his or her child during the school day, the school office number (503-658-4100) is to be used. Please do not ask your child to call you or expect a phone call from you during school hours.

Consequences for infractions involving personal electronics are outlined on the Disciplinary Flow Chart. In addition, the school retains the right to confiscate such items and access texts, documents, or pictures if reasonable cause exists. If unsuitable material is found, appropriate disciplinary measures will result. Refer to the Search and Seizure section.

Classroom Behavior –

Parental support is appreciated as DCS strives to work with the home in training students from a Christ-centered philosophy. Respect and proper response is expected from each student. The following guidelines have been developed to assist the student in that process:

- Students must come to class on time and be properly prepared with textbooks, completed homework, and writing materials.
- Each teacher will establish specific rules of conduct, expectations, and response in their classrooms. All teachers are to be appropriately addressed as Mr., Mrs., Miss, or Coach.
- For distance learning, students will be required to have their cameras on, and they must be dressed appropriately for school. Students should find a place that is a suitable learning environment and limit distractions during distance classes.

Conflict Resolution – Flow Chart

From time to time, parents and/or students may have problems with a policy, procedure, or staff personnel. The best solution is to follow the Matthew 18 principle. Go directly to those involved and are part of the solution rather than discussing it with those not involved. We must all endeavor to be open, honest, and quick to correct when we are in error. The goal of conflict resolution is peace and unity with God and people.

Parents and students are expected to refrain from any other methods of airing grievances, such as talking with other parents who are not involved in the problem, spreading rumors, gossiping, petitioning, etc. Mature Christian adults and students who are growing in maturity, who can work through disagreements and conflict in a constructive and edifying manner, should characterize the DCS community. Parents or students who resort to injurious or inappropriate methods of handling conflict may be required to leave the school community.

For Students –

Students who are having a conflict with another student should first approach that student and attempt to resolve the conflict one-on-one. It is not Biblical to share the conflict with others, attempt to harm the other person through destructive talk, or to allow the conflict to fester without being addressed if you cannot resolve it within yourself. Most problems can be solved by humble and honest conversation with the other person involved. If difficulties remain, the student should then consult with a teacher or the principal for help in resolving the situation.

Students who feel in conflict with a teacher should take the same approach: they should approach the teacher privately and respectfully and explain what they believe is the problem. They must then listen carefully to the teacher's response. If difficulties remain

after this step has been followed, students may consult with the principal for help. Students need to note that a disrespectful, sarcastic, or public confrontation with teachers is unacceptable at DCS and will be regarded as a discipline incident because these do not characterize a Biblical approach to authority. The proper approach for resolving an issue involves proper respect and deference to the teacher's authority and God-given role in the student's life.

For Parents –

Parents who have a conflict with another parent, teacher, school administrator, or who are helping their student resolve a conflict, should first approach the other individual(s) involved and attempt to resolve the issue. If the conflict involves a staff member, please schedule an appointment to meet with that individual. Do not show up unannounced. It is not Biblical to share the conflict with others, attempt to harm the other person through destructive talk, or allow the conflict to fester without being addressed if you cannot resolve it within yourself.

If questions or difficulties still remain after talking with the other person, parents should contact the school administrator to set up a meeting with all parties to discuss the issue with the parents and the teacher and the students involved. The principal will facilitate any meetings necessary to help the parties resolve the issues.

If after step 2 the parents do not feel that the issue has been adequately resolved, they may contact the school board in writing to give them a record of their concern, and request what they believe would be appropriate action. The school board will meet with the school staff and the parents, and they may choose to involve others involved in the conflict, at their discretion. No final decision will be made until the board, as a whole, is consulted and makes a decision as a board. Such decision of the school board is then final.

Sexting –

Sexting is the act of sending, receiving, or forwarding sexually suggestive messages, photos, or images via cell phone, computer, or any other digital device. Students engaged in such activities are subject to state laws and school discipline, up to and including expulsion and the notification of local law enforcement. Students are required to immediately report such activities to a teacher or an administrator.

Sexual Harassment –

DCS is committed to maintaining an academic environment in which all individuals treat each other with dignity and respect, and which is free from all forms of intimidation, exploitation, and harassment, including sexual harassment. According to our policy, sexual harassment is any unwelcome sexual advance including a wide range of verbal, visual or physical conduct of a sexual nature. The following are examples of inappropriate conduct, which would violate this policy:

- Unwanted sexual advances or propositions
- Offering academic benefits in exchange for sexual favors
- Making or threatening reprisals after a negative response to sexual advances
- Making sexual gestures or displaying sexually suggestive objects or pictures

- Making or using derogatory comments, slurs and jokes
- Using sexually degrading words to describe an individual
- Writing suggestive or obscene letters, notes or invitations
- Touching, assaulting, impeding or blocking movements

Employee-to-employee, employee-to-student, student-to-employee, parent-to-employee or student, and/or student-to-student sexual harassment is prohibited. The school is prepared to take action to prevent and correct any violations of this policy. Anyone in violation will be subject to discipline, up to and including termination and expulsion. Please see the full Sexual Harassment Policy for instructions on how to report harassing conduct, the process of the investigation, and the rights of the parties involved.

Student Violence and Weapons –

DCS has no tolerance involving threats or perceived threats of violence by students and maintains that its first responsibility is the protection of all students. Therefore, if a student has possession of a weapon on school grounds, or at a school function, the school will immediately confiscate the weapon and suspend the student, pending an expulsion hearing. Parents are advised that the school may contact local police or appropriate authorities. The student's permanent record will reflect the expulsion for possession of a weapon on school premises or at a school function.

If the school determines that a threat of violence is credible and specific, the administration will report the threat to appropriate authorities and to the student and/or staff member potentially threatened. The school will immediately suspend the student, pending an expulsion hearing. For purposes of this policy, credible means a reasonable belief or suspicion, determined at the sole discretion of the school administration, that the threat was or might be genuine, or that the student was or might be capable of carrying out the threat. The student's permanent record will reflect the expulsion for making a threat of violence.

In those circumstances in which the school determines that the threat is likely not credible, the school will suspend the student pending further investigation. These include all cases in which the student was "just joking." The school will notify local police of the threat and require students in this circumstance to obtain counseling, at family expense, from a Christian counselor or other professional agreeable to the school. No student will be permitted to continue enrollment in the school until the counselor advises the school that the student does not present a threat of danger, in the counselor's opinion. The student(s) involved, who made the threat as well as those students/staff who were named in the threat, will follow a re-entry protocol. There will be on-going communication with school families throughout the process.

DISCIPLINE

Disciplinary Flow Chart

LEVEL 1 Infraction	Examples	Consequence(s)
Minor disrespect and non-compliance	Following instructions slowly or not responding to instructions Repeatedly being reminded about same minor offense – chair tilts, gum chewing, talking, etc. Missed an assigned detention	Note sent home to parents Detention Restitution
Technology violation	Using unissued school electronic device or allowing cell phone to ring during class 1 st Offense – Detention and confiscation of device and device sent to the office for the duration of the day 2 nd Offense – Detention and confiscation of device and device sent to the office for the duration of the day and parents must pick up the phone in the office 3 rd Offense – Detention and confiscation of device and device sent to the office for the duration of the day and conference with the administrator.	Community service Counseling Students will not be permitted in class if they are not dress code compliant
Minor physical contact and aggression	Tripping, shoving, pushing, etc.	
Disruption	Distracting to the teaching or to the learning	
Dress code violation	Wearing hats, skirts or shorts above the kneecaps, clothing with inappropriate logos, etc.	
Truancy	Elementary (grades K-6) tardiness policy per quarter: 1st tardy – no consequence 2nd tardy – parents notified by teacher note 3rd tardy – teacher conferences with the parent Secondary (grades 7-12) tardiness policy per quarter: 1st tardy – tardy recorded 2nd tardy – student notified by teacher 3rd tardy – detention Being 15 minutes late for class	
Truant Tardy		After School Detention

LEVEL 2 Infraction (Three or more level 1 infractions)	Examples	Consequence(s)
Truancy	Elementary and secondary (grades K-12) tardiness policy per quarter: 4th tardy and/or more – If tardies persist a conference with the administrator, parent and teacher will be scheduled	After-school Detention Parent-Staff-Student Conference
Defiance	Disobedience, which is rebellious, which could result in an unsafe environment for staff and/or students or undermines authority of school staff authority	1-3 Day in-school or out-of-school suspension Probation
Public displays of affection	Kissing or inappropriate touching	Restitution
Fighting	Kicking, hitting, wrestling, choking, spitting, biting and exposing bodily fluids	Community service Counseling
Cheating and plagiarism	Copying someone else's work or ideas and claiming it as one's own	
Abusive language/bullying/harassment	Cursing or using discriminatory language based on race, age, gender, disabilities, ethnicity or personal matters, inappropriate use of cell phone or social media	
Theft	Stealing an item, which does not belong to oneself	
Vandalism	Destroying someone's property	
Fireworks and combustibles	Possessing a lighter, matches, fireworks or any other combustible	
Alcohol	Possessing beer, wine, hard liquor or alcohol in any other form meant for consumption	
Tobacco/Vaping	Possessing tobacco in oil, chew, juul or cigarette form or possessing an e-cigarette	
Drugs and drug paraphernalia	Possessing any type of illegal narcotic or prescription narcotic without school approval	
Weapon	Possessing any blade, firearm or weapon on school property	

LEVEL 3 Infraction (Three or more level 2 infractions)	Examples	Consequence(s)
Sexual misconduct	Inappropriate touching, inappropriate use of cell phone or social media, assault	5+ Day suspension
Fighting	Kicking, hitting, wrestling, choking, spitting, biting and exposing bodily fluids, which requires medical attention	Expulsion hearing
Abusive language/bullying/harassment	Continued, documented, and targeted bullying of another individual based on race, age, gender, disabilities, ethnicity or personal matters	Probation
Theft	Stealing an item, which does not belong to oneself	Restitution
Vandalism	Destroying someone's property	Community service
Fireworks and combustibles	Using a lighter, matches, fireworks or any other combustible	Involvement of law enforcement
Alcohol	Distributing beer, wine, hard liquor or alcohol in any other form meant for consumption	Counseling
Tobacco	Distributing tobacco in oil, chew or cigarette form	
Drugs and drug paraphernalia	Distributing any type of illegal narcotic or prescription narcotic	
Weapon	Possessing with malicious intent of any blade, fire arm or weapon on school property	

All of these violations are a manifestation of a fallen world and the presence of sin in our lives. While there is a practical consequence for these behaviors, DCS desires most for students to seek forgiveness and restoration with the individual or individuals impacted by the actions and most importantly with God as they pursue holiness through the example of our Savior. Ultimately the administration reserves the right to determine consequence for the behavior and steps towards reconciliation and restoration.

Detention –

Detention is a disciplinary measure to encourage students (grades 4-12) in their daily citizenship and is used for minor offenses according to the Disciplinary Flow Chart. Students may be assigned a lunch detention or after-school detention depending on the infraction. Pre-determined teachers will administer the detentions. Lunch detentions received before lunch are served that day, while those administered after lunch are served the following day. Teachers must turn in a list of students on detention to the office before 11:50 A.M., so a master list can be provided to the

proctoring teacher by noon. After-school detentions will run on designated days from 3:15 – 4:00 P.M.

Students must arrive within 5 minutes or risk receiving an additional detention. If a student receives lunch detention they are to sit quietly; this is neither a study hall nor a time for socializing. They are to bring their lunches, which they may eat without talking, the last 10-15 minutes of lunch detention.

A Detention Notice will be sent home with the student to notify parents of the offense and that the detention was/will be served.

Disciplinary Process –

The entire DCS program is designed to help parents in the development of the spiritual, academic, moral, physical, and social qualities of their child. We believe it is necessary to follow Scriptural admonition to correct when a student's behavior is in violation of proper or reasonable school rules and procedures. A quick one-on-one conversation is usually sufficient. However, when on-going warnings and counsel are not heeded, stronger action is required. This may be in the form of a detention, student-parent-teacher conference, counsel with the administrator or, when all else fails, suspension and/or probation.

The Disciplinary Flow Chart will be used to create equity and consistency when determining consequences for all disciplinary infractions. It is our desire in any discipline matter to achieve restoration of broken relationships with God and people involved. The basic process follows:

- 1) For minor infractions or attitudes, the teacher counsels with the student privately.
- 2) For on-going disrespect or defiance, a parent-student-teacher conference will be scheduled.
- 3) When there is no resolve, the administrator would join the above-mentioned parties.
- 4) If problems persist, the student may be suspended. Parents or guardians would be called, and the student would be sent home for the designated suspension period. Prior to being re-admitted, a parent-student-DCS staff conference would be scheduled to determine the next course of action. The student may also be placed on probation.
- 5) If, within a reasonable period of time following the suspension, there seems to be no apparent change in behavior/attitude, the student will be asked to leave DCS.

Probation –

On-going disciplinary infractions may result in a parent-teacher-student conference and ultimately probation assigned by the administrator according to the Disciplinary Flow Chart. Probation is a short-term period designed to bring parties together to identify certain problem areas and plan clear direction to bring about change. Specific individualized character-building projects may be assigned to deal with the area of need. In addition to the disciplinary infractions listed on the Disciplinary Flow Chart, students may receive probation for academic reasons such as failure to maintain consistent grades with the student's learning potential or exhibiting a consistent pattern of failure to complete and turn in assignments when due.

Search and Seizure –

Lockers are the property of the school. Students should only store their own items within their appointed locker. If there is reasonable cause, the school retains the right to open the locker and examine the contents. Similarly, the school retains the right to search the person or confiscate a cell phone to access texts or pictures if reasonable cause exists. Each search will be discreetly performed in the presence of the student and another staff member. If unsuitable material is found, appropriate disciplinary measures will result, according to the Disciplinary Flow Chart.

EXTRA-CURRICULAR ACTIVITIES

Attendance Following Late Night Events –

Student participants must attend the full day of school on the day of and the day immediately following any scheduled games/events unless cleared by the administrator or athletic director. One exception is if a team arrives at DCS after 1:00 A.M.; student participants are allowed to report to school at the beginning of 3rd period. Refer to the full policy for information on performance expectations and ramifications of ineligibility.

Band Policy –

Band, like any other class, is important. It is a part of the overall educational program at DCS. Because of that, we want to clarify expectations for students who miss class because of an absence and those who forget to bring their instrument to band class.

For an absence, band students will be expected to practice their band instrument at home equivalent to the missed band period(s). Make-up work will be the responsibility of the student and parent. Upon return to band class, the student is to check with their band instructor and request a Band Practice Make-Up Sheet. The sheet will indicate what the student missed and what they need to do to make-up the missed time/class. Students will have 2 days to make up the missed class time for each day missed for an absence. Students must return the slip signed by a parent signifying that the make-up work was completed.

Students who forget their band instrument on band days will follow the above make-up procedures. Failure to bring their instrument to class 4 times per quarter will result in the lowering of the quarter grade by one full grade.

Classification and Eligibility –

DCS competes at the 1A level with the Oregon School Activities Association (www.OSAA.org). We participate in sports, band, drama, and other extra-curricular activities based on student participation and budget constraints. To participate in these activity, a student must maintain a cumulative 70% (2.0 GPA) or higher in every class with no failing grades. Each Monday, the Academic Dean will run a grade report to identify students below a 70% mark. Any student below 70% in any class will participate in a mandatory working lunch with the Academic Dean until work is completed to raise their grade. If a student falls below 60%, they will be placed on

probation according to the table below. This list will be shared with staff and coaches, who will work with students to resolve poor grades. Ultimately, it is the student's responsibility to restore and maintain their eligibility. Contact the Athletic Office to see the full policy.

High School and Junior High Consequences of Ineligibility Report			
Week	Progression	Permitted to	Restricted from
One	Grace Week	Practice and play in games	
Two	Game Probation	Practice only	Participation in events and traveling with the team
Three	Practice/Game Probation	Study or else!	Practice and any participation in events
Four	Removed from team		

Drama Eligibility –

Unlike sports where there are numerous players to fill in for a missing player and a number of games to participate in, drama is an extra-curricular activity, which has limited participants and brief time frame. Consequently, eligibility guidelines have been modified to reflect the short duration of a production and the limited opportunities students have to recover from academic probation. Students (actors or technical assistants) whose grades are below 70% in any class can only hold a minor role in the current production being prepared for. Seniors whose grades are below 70% in any class during the spring will meet with a panel chaired by the drama teacher to discuss consequences.

Sport Opportunities –

DCS high school sport offerings regular include soccer, volleyball, cross-country, basketball, and track and field, but availability is based on student participation and budget constraints. Programs for younger students are also available, and in rare cases when an elementary or junior high program is unable to field sufficient numbers for a team, opportunity will be given for younger players to play up to the next grade level (i.e. 4th graders on a 5th-6th team or 6th graders on a 7th-8th team).

Sportsmanship –

DCS athletes shall abide by a code of ethics that promotes sportsmanship in all circumstances without regard to the score, opponent, time, or referee.

Likewise, as a spectator, it is important to treat others respectfully and recognize their talents. Any conduct that results in dishonor to the athlete, the team, or the school will not be tolerated. Such conduct may include booing, taunting, and yelling negative comments to other players or referees. A game official or school administrator (or their designee) has the authority to remove any person from the confines of an athletic contest for unsportsmanlike behavior.

COMMUNICATIONS & CONTACT INFORMATION –

School Website –

Damascus Christian School has a website designed to be informative and easy to navigate. Our website address is www.dcs4you.org. We try to keep information current. Any suggestions to enhance the site are always welcome.

App –

Damascus Christian School has an APP titled Damascus Church and School available for both androids and Apple.

Email –

If you would like to communicate with the school office by email, our addresses are:

- General school email: DCS@damascuscc.org
- School Secretary, Heidi Hale: heidi.hale@damascuscc.org
- Bookkeeper, Nancy Gustafsson nancy.gustafsson@damascuscc.org
- Bookkeeper, Kristie Herdener kristie.herdener@damascuscc.org
- Principal, Zachary Davidson zach.davidson@damascuscc.org
- Vice Principal, Elaine Milsark elaine.milsark@damascuscc.org

Office Phone –

If you would like to communicate with any staff member, the office phone number is (503) 658-4100.

ParentsWeb (FACTS/RenWeb) –

Our school database (www.RenWeb.com) has the ability to send weekly emailed progress reports from teachers to one or both parents. In addition, you can access your child's daily assignments, grades, and attendance on the Internet. To access ParentsWeb:

- Go to www.renweb.com.
- Click on LOGINS in the upper right corner of the gray menu bar.
- Choose ParentsWeb Login from the drop-down menu.
- Log in as follows:
 - District Code: DCS-OR
 - User Name: (your email address provided the school during enrollment)
 - Password:
 - Click Create New ParentsWeb Account if you have not logged into RenWeb before.
 - You will be emailed a new password within 3 minutes (to the email address

you typed in, which again must be the same email address provided to the school).

- Type in your password to log in.
- Click the Login button.
- To access grades, click Classes on the left menu.
- Select the class name you wish to see from the full list of classes each of your children is enrolled.
- Click on Grade Book Report, Homework Assignments, etc. from the top menu. Please note that grades may not be entered daily.
- You will be able to find other school information available about your child on this site as well as the ability to email the teachers directly!