



CSCS
COLORADO SPRINGS
CHRISTIAN SCHOOLS

Middle School

Parent-Student Handbook

2019-2020

Excellent Education ■ Biblical Perspective ■ Lifelong Service

4845 Mallow Road / Colorado Springs, Colorado 80907
(719) 535-8968 / Fax (719) 268-2122
www.cscslions.org

Table of Contents

| | |
|--|----|
| Letter from Mr. Watties..... | 5 |
| Introduction, Nondiscrimination Policy, CSCS Vision Statement, CSCS Mission Statement..... | 6 |
| Core Values, CSCS Goals..... | 7 |
| Philosophy of Ministry and Education at CSCS..... | 8 |
| Student/Parent Grievance Process..... | 9 |
| Board Policy 2.1, CSCS Dispute Resolution Policy..... | 10 |
| Peer-to-Peer Behavioral Expectations..... | 12 |
| Classroom Behavioral Expectations..... | 13 |
| Doctrinal Statement..... | 14 |
| Statement of Faith and Christian Beliefs..... | 15 |
| School History, Structure, and Governance..... | 16 |
| School-wide Learning Outcomes..... | 17 |
| Student Life | |
| General Conduct..... | 18 |
| School Hours..... | 18 |
| Chapel..... | 18 |
| Homeroom..... | 18 |
| Homeroom Representatives..... | 18 |
| Lockers..... | 18 |
| Food and Drink..... | 19 |
| Lunch..... | 19 |
| Language..... | 19 |
| Birthday Parties..... | 19 |
| Telephones and Cell Phones..... | 19 |
| Elevator Use..... | 20 |
| Health Guidelines..... | 20 |
| Closed Campus..... | 20 |
| Student Valuables..... | 20 |
| Lost and Found..... | 20 |
| Visitors..... | 21 |
| Volunteer Training Requirements..... | 21 |
| Security..... | 21 |
| Field Trips..... | 22 |
| Dress Code..... | 22 |

| | |
|---|----|
| Academic | |
| Accreditation | 23 |
| Faculty | 23 |
| Hybrid Online Program | 23 |
| Student Planners | 24 |
| Textbooks | 24 |
| Academic Help | 24 |
| Internet, Computer Use, and Use of the Media Center | 24 |
| Standardized Testing | 24 |
| Grading System | 25 |
| Honor Roll | 25 |
| Progress Reports, Mid-Terms, and Report Cards | 25 |
| High School Credit Courses | 25 |
| Middle School Students Taking High School Courses | 26 |
| Academic Probation/Retention | 26 |
| Homework and Testing | 26 |
| Semester Exams | 27 |
| Make-up of Incompletes | 27 |
| Re-enrollment | 27 |
| | |
| Attendance | |
| Absences | 28 |
| Leaving During the School Day | 29 |
| Tardiness | 29 |
| Truancy | 29 |
| Snow Days | 30 |
| Emergency Notification System | 30 |
| Bell Schedules | 30 |
| | |
| Discipline | |
| Classroom Guidelines, Detention and Principal Referrals | 31 |
| Suspension | 32 |
| Behavioral Probation | 32 |
| Habitual Offender | 32 |
| Expulsion | 32 |
| Other General School Regulations | 33 |
| | |
| Major Infractions | |
| Gang Involvement/Activity | 34 |
| Dangerous Objects/Weapons/Fire | 34 |
| Actual or Threats of Harm/Physical or Verbal Harassment | 34 |
| Drugs, Alcohol, and Tobacco | 34 |
| Biblical Lifestyle Statement | 35 |
| Consequences of Sexual Immorality | 35 |
| Stealing | 35 |
| Vandalism | 36 |
| Cheating and/or Lying | 36 |
| | |
| Alleged Child Abuse/Neglect | 36 |

Co-Curricular Activities
Athletics37
Clubs39
Academic Competition.....39



Dear Students and Parents,

Welcome to the Colorado Springs Christian Middle School! The middle school staff is looking forward to partnering with your family and your church in educating the next generation through Christ-centered teaching, training, application, and example.

The purpose of this handbook is to supply you with information that will help you know and understand the procedures here at CSCS. This is the document you should refer to for various questions on how we do things. If you have checked this handbook and still don't have your question answered, please feel free to call the office, and we will find the answer you need.

Regular communication throughout the school year is essential for us to be able to work together. Please utilize the school website (www.cscslions.org) as your primary source of pertinent information concerning upcoming events, important notices, and all that's occurring within our CSCS community. As always, if questions arise that are not addressed by the website, please do not hesitate to call our office. Someone here will be glad to assist you with your needs. Also, please watch for our regular e-mail blasts, which will provide communication and links that you will find useful.

The programs, courses of instruction, and co-curricular activities have all been planned with the students' growth and development in mind. A committed, competent, creative, and caring faculty and staff provide a high quality education from a biblical Christian worldview with the intention of influencing the students to be Christian leaders in the world around them.

We as a staff believe God has blessed these students with many gifts, and we want to help them discover, develop, and use those gifts to their full potential. It is a pleasure to have you as a part of the middle school family. We are looking forward to an exciting year together.

Sincerely,

*Chappy Watties
Middle School Principal*

Introduction

This handbook has been written to students, parents, and faculty to set the boundaries and establish the parameters for an efficiently run and God-glorifying school year. Some of the guidelines clearly define right and wrong; others help to identify many possible options that we believe will be the wisest course of action in order to maximize learning. Handbooks do not create a contract and are subject to change at any time with or without notice.

Nondiscrimination Policy

Recognizing that all people are the special creations of God, having been made in His image, Colorado Springs Christian Middle School welcomes students of all races, colors, and national or ethnic origins to all of the rights, privileges, programs, and activities generally accorded to students at CSCS. Educational policies, admissions policies, scholarship and loan programs, as well as athletic and other school-administered programs similarly do not discriminate on the basis of race, color, national or ethnic origin.

CSCS Vision Statement

We believe that a Christian education is imperative and will produce graduates who influence the world through Christ-centered service in their professions, churches, and communities. If imperative, then it must be affordable...and if it is affordable, it will then be accessible to all families worldwide who truly desire a Christ-centered education.

CSCS Mission Statement

*Providing an Excellent Education from a Christ-centered
Biblical Perspective for Lifelong Service*

Colorado Springs Christian Schools is a Christian school dedicated to providing an excellent academic, physical, emotional, and spiritual environment for the education of students which leads to a life that honors God. The school exists to train the mind, develop the moral character, enrich the spiritual lives, and perpetuate the growth of Christian ideals in all who come within the sphere of its influence. CSCS stands as a witness for Jesus Christ modeled by administration, faculty, parents, and students.

Through a rich offering of academic, spiritual, artistic, and athletic programs, CSCS provides an opportunity for each student to reach his or her maximum spiritual, intellectual, social, and ethical potential. CSCS stresses the highest excellence and proficiency in academic education with a goal of developing, within each student, mastery of all the basics of learning while establishing thinking and clear communication skills. Operating within a Christian community, CSCS emphasizes understanding and responsiveness to student needs and capabilities from a Christ-centered, biblical perspective. CSCS serves as a training ground for the development of healthy Christian relationships across racial, ethnic, and gender lines.

CSCS seeks to develop the whole person with the knowledge and skills to embrace a lifetime of personal fulfillment, Christian service, and contribution to society. The competencies to act ethically, to care for and serve others, and to practice Christian stewardship of human and natural resources are integrated into the fabric of all CSCS programs. Programs and activities help students explore their value and role in society as well as the importance of vocation and service in their lives.

Students will be equipped to pursue the post-secondary education of their choosing, preparing them to be knowledgeable Christian participants in our nation and the world.

CSCS, in an effort to reflect the community, strives to maintain a student body that represents social, economic, ethnic, and academic diversity. Race, color, or national, and ethnic origin will never be a barrier to admission at CSCS.

After Jesus declared in Matthew 22:39 that we are to “love the Lord your God with all your heart, and with all your soul, and with all your mind,” He stated that we are to “love your neighbor as yourself.” At CSCS we are committed to maintaining a culture of mutual trust and respect at all levels. Information and instruction on how to build this kind of culture will be shared with students during chapel times as well as in the classroom setting. Disrespect at any level will not be tolerated.

Core Values

Colorado Springs Christian Schools is committed to a Christ-centered education which leads to:

- A personal discovery of God’s truth
- A personal, active faith in God
- A lifelong love for intellectual and cultural development
- An awareness and cultivation of individual giftedness
- The building of community
- An awareness and appreciation of society, which impels action

The middle school staff and administration covenant with you as families to provide an education centered on these values. As CSCS parents, you have signed the Core Values for Parents which means you have covenanted with us to support these values with your children. This gives us a common goal to work toward and a commitment to help one another in that process.

CSCS Goals

Spiritual—To provide all students opportunities to hear and respond to the gospel, to increase in biblical knowledge, to apply God’s Word to their lives, and to develop Christ-like character.

Staff—To employ staff who are spiritually mature, academically prepared, and professionally skilled, who are Christ-like role models, and who love children and build positive relationships.

Parental/Community Involvement—To provide maximum opportunities for parental involvement at all grade levels and to utilize all community resource opportunities that are available.

Public Relations—To establish and maintain a positive image of CSCS through communications and associations among our constituency and the community.

Accreditation—To acquire and/or maintain accreditation through one or more recognized accrediting agencies.

Academic Program—To provide a quality academic program that is biblically integrated and which educates and equips CSCS students spiritually, academically, socially, and physically for lifelong service.

Enrollment Goal—To enroll a student body large enough to allow for comprehensive academic and extracurricular programs yet small enough to provide for personal attention for each student.

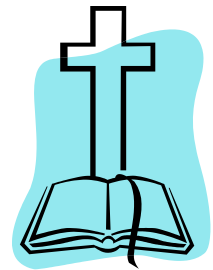
Co-curricular—To offer a program of athletics, fine arts, student government, and other opportunities to enhance the curriculum, allowing students to explore a variety of interests and ministries in developing Christian leadership and character.

Facilities—To acquire and maintain attractive, functional educational facilities, uniquely designed and equipped to provide an environment conducive to learning and spiritual growth and which accommodate the enrollment goal.

Financial—To establish a financial plan based on tuition and development resources which allows for the enrollment of families representing a broad range of economic levels and which ensures long-term financial stability.

Philosophy of Ministry and Education at CSCS

1. God is the source of all truth; therefore, all truth is God's truth whether sacred or secular (John 14:6; John 17:7).
2. Jesus Christ is the center of life and education (Colossians 1:16, 17).
3. Man and woman were created by God in His image (Genesis 1:26, 27).
4. Man, as a result of sin, is separated from God and is in need of redemption and restoration (Isaiah 59:2; Isaiah 53:6; I Peter 3:18).
5. The Bible is man's source of truth for today. The Scriptures are inspired by God and are not subject to judgment by other areas of study. The Scriptures are the final authority as God's written revelation and perspective (II Timothy 3:16; I Peter 1:20, 21; John 1:1).
6. The authority and responsibility for education of children is given by God to parents. The school is a supplementary agency commissioned to support not to supplant, to complement not to compete with, and to reinforce not to replace the home (Deuteronomy 6:1-8,20-25; Ephesians 6:1-4).
7. Christian education can only occur through the work of Christian teachers. Role modeling, as well as values imparted as a result of classroom interaction, has a significant effect on students (James 3:1; I Timothy 6:20, 21).
8. A well-defined structure of discipline is imperative because of the basic nature of man. Discipline in the Christian school, tempered with love, will produce freedom and encourage godly character (John 8:32; Hebrews 12:5-11).
9. Children learn by the way we live, not just by what we say. Being doers of the Word of God is critical to the ministry of the school (Matthew 6:21; James 1:22).



Colorado Springs Christian Schools Student/Parent Grievance Process

Because of the counsel contained in the Bible (Matthew 18:15-20; I Corinthians 6:1-8; and Galatians 6:1) and because of the fervent desire of CSCS to resolve in a Christian manner every conflict or violation, which may arise between individuals, CSCS has prescribed the grievance process that is to be followed.

Attached to this process is a copy of Board Policy 2.1: Treatment of Student Families. Board Policy 2.1.5 states that “The Superintendent shall not fail to inform student families of Board Policy 2.1 and to provide a grievance process to those who believe they have not been accorded a reasonable interpretation of their rights under this policy.” In fulfillment of that policy, the grievance process is outlined below.

The resolution of any conflict initially is to be resolved at the lowest level possible with only the people who are directly involved in the conflict.

Although others may have similar concerns or conflicts, Scripture requires that we deal with conflict as an individual and not as a group of like-minded individuals. Christians are required to speak only to the individual with whom they have the conflict and to no other person. To involve anyone else is gossip and counterproductive. With this in mind, the process is as follows:

1. The individual who has the conflict is to go directly to the person with whom they have the conflict and seek to resolve it.
2. If the conflict is not resolved, the administrator should be notified and a meeting will be scheduled. The scheduling of this meeting will occur within 72 hours of the request. A Conflict Resolution Action Report will be completed by the administrator documenting the initial meeting. A plan of action will be completed by the administrator and/or the Human Resources Department.
3. If the conflict still has not been resolved, the individual may request a meeting with the administrator and the Superintendent of schools of CSCS or his designee. The scheduling of this meeting will occur within 72 hours of the request and the Conflict Resolution Action Report will be completed by the administrator documenting the previous meetings. A decision and plan of action will be determined by the Superintendent and is final unless Policy 2.1.5 is violated.
4. If a violation of Board Policy 2.1.5 has occurred, the Superintendent will initiate the process. As with all correspondence to the Board of Directors, the letter should be sent to the Office of the Superintendent, outlining the policy and the specific violation. All such correspondence will be delivered sealed to the acting chairperson of the Board.

BOARD POLICY OF COLORADO SPRINGS CHRISTIAN SCHOOLS

Policy Type: Executive Limitations

Policy Title: Treatment of Student Families

POLICY 2.1 With respect to interactions with current or potential student families, the Superintendent shall not cause or allow conditions, procedures, or decisions which are unsafe, undignified, unnecessarily intrusive, unbiblical, or which fail to provide appropriate confidentiality or privacy.

Policy 2.1.1 Shall not enroll students under conditions that fail to protect them, the student body, the schools, or CSCS' Christian philosophy.

Policy 2.1.2 Shall not use methods of collecting, reviewing, transmitting, or storing student's family information that fail to protect them against improper access to the material elicited.

Policy 2.1.3 Shall not maintain facilities that fail to provide a reasonable level of privacy, both visual and aural.

Policy 2.1.4 Shall not operate without clear policies on matters of general interest to student families in order to establish with them a clear understanding of what may be expected and what may not be expected from the services offered.

Policy 2.1.5 Shall not fail to inform student families of Board Policy 2.1 and to provide a grievance process to those who believe they have not been accorded a reasonable interpretation of their rights under this policy.

Policy 2.1.6 Shall not authorize corporal punishment for any student.

Policy 2.1.7 Shall not allow presentation of sex education materials or programs that are not abstinence-based in context and matter.

COLORADO SPRINGS CHRISTIAN SCHOOLS DISPUTE RESOLUTION POLICY

Because of the counsel contained in the Bible (Matthew 18:15-20; I Corinthians 6:1-8; and Galatians 6:1) and because of their fervent desire to resolve in a Christian manner every dispute or claim which may arise between them, CSCS and disputant agree to conciliate, mediate, and arbitrate their dispute exclusively through the procedures set forth in the CSCS Dispute Resolution Policy. The term, "dispute," shall include every type of dispute, claim, or controversy which might arise between CSCS and its employees, students, students' families and others, regardless whether it arises under this contract, under the law of tort, under any

federal, state, or local statute or ordinance governing employment relationships or prohibiting discrimination, or under any other common or statutory law. The disputant must also comply with any applicable harassment policy and sexual misconduct policy; however, the disputant's remedy for a violation of employment law shall be determined under this dispute resolution policy. The school shall bear the cost of dispute resolution, except the fees and expenses of any attorney hired by the disputant.

- A. Conciliation: Disputants must first attempt to resolve any dispute through direct communication with the Principal or the Superintendent. The disputant may begin conciliation by sending a letter requesting it to the Human Resource Department. The letter must specifically state the nature of the problem and the facts and arguments supporting the disputant's position. CSCS will then have twenty days to gather information regarding the problem and otherwise to explore whether a resolution is possible short of mediation.
- B. Mediation: If the disputant and CSCS are unable to resolve their dispute through conciliation, the disputant's sole and exclusive remedy is to request formal mediation of the dispute by sending a letter requesting it to the Human Resource Department, with a copy to the other party. A mediator shall be chosen by CSCS from a list of Christian mediators and assigned to the dispute. Both sides shall submit a position statement setting forth the facts and arguments applicable to the dispute ten days prior to mediation.

Unless otherwise agreed, mediation shall take place within thirty days from the date of the letter requesting it according to any rules of procedure chosen by the mediator. No discovery shall occur in advance for the mediation, except as requested by the mediator. Each party may have one observer other than an attorney present.

If the parties reach a resolution for their dispute in mediation, the mediator shall formalize the settlement in a legally enforceable agreement. Mediation and conciliation may not be used to collect facts for use during possible subsequent arbitration, administrative hearings or litigation, and a confidentiality agreement will be required of both parties (including observers).

- C. Arbitration: If the disputant and CSCS are unable to resolve their dispute through conciliation and mediation, the disputant's sole and exclusive remedy is to request binding arbitration of the dispute by sending a letter requesting it to the Human Resources Department, with a copy to the other party. The Human Resource Department will, within two weeks of receiving the letter, convene an impartial arbitration panel to consider the complaint and any defenses or explanations. The panel will consist of one arbitrator chosen by the school, one arbitrator chosen by the disputant and one mutually agreed arbitrator. If the parties cannot agree on an arbitrator, the two arbitrators chosen by the sides may appoint a third.

Each party will be allowed to present direct and rebuttal testimony, evidence, and argument. Attorneys may participate in the arbitration. The panel will issue written findings of fact and a written award providing appropriate legal or equitable relief within ten days of the hearing. Judgment upon the award may be entered in any court having jurisdiction thereof. The arbitrators shall have authority to apply the Doctrine of Church Autonomy and other First Amendment and Establishment Clause defenses to liability as if the arbitrator were a civil court judge.

Except as regards the initiation of the arbitration and the appointment of a panel of arbitrators, the arbitration proceedings shall be conducted under the Rules of Procedure for Christian Conciliation in effect at the time of the arbitration demand or other rules of procedure agreed to by both sides. A decision and award of the arbitrator made under the rules shall be exclusive, final, and binding on both parties, their heirs, executors, administrators, successors, and assigns.

- D. Time is of the Essence: Any rights that a disputant may have to legal or equitable relief in an arbitration proceeding shall be extinguished unless the disputant attempts conciliation within six months after the occurrence of the event giving rise to the dispute, requests mediation within seven months after the occurrence of the event giving rise to the dispute, and demands arbitration within one month after formal mediation ends.

Peer-to-Peer Behavioral Expectations

Matthew 22 tells us that the most important commandment is to love God and that the second is equally important...to love one another. CSCS strives to teach and implement a climate of respect for one another. However, on occasion, conflict arises among peers. We have developed a *Pledge of Respect* to which we expect every student to be willing to adhere. This statement asserts that each individual will agree to treat others in a way which demonstrates respect for the individual, including any differences they might have. Appropriate, loving behavior allows everyone to enjoy a school safe from the threat of bullying in any of its forms.

It is our commitment to teach and model respect at CSCS. A proactive plan includes focusing on respecting one another as the subject of a chapel. It also includes several devotionals done in the homeroom classes or Bible classes where the students can discuss appropriate and unkind behavior that could be associated with bullying. They will learn how to prevent, respond to, and assist others when this type of behavior arises. Each student is asked to review and accept the peer-to-peer behavioral expectations and sign the appropriate section in the back of the handbook.

I, _____, agree to treat others in a way which allows everyone to enjoy a safe school free from the threat of physical, emotional, or verbal harm.

- I agree to respect individuals and their differences and not cause pain to people by unkind behavior.

- I will not be a part of a bullying incident in any of its forms (pushing, shoving, name calling, taunting, belittling, picking on people, laughing at, mocking, willfully embarrassing, or purposely excluding someone).
- I will report any incidences that involve bullying behavior. I recognize that if I let it go unreported, I am also responsible as one who participates in the bullying.

Classroom Behavioral Expectations

In addition to expectations on how students are to behave with peers, CSCS also maintains standards of behavior in the classroom. These guidelines are universal for every class at the middle school. Specific classrooms may have a few additional rules that apply to their unique settings.

Our target is Christ-centered learning. Students will actively pursue and apply Biblical principles of self-control, organizational skills, leadership, and learning as a lifelong process.

The students should take their learning seriously in the same way parents have jobs at their workplace and at home. The qualities and behaviors that bosses look for in the people they hire and count on are what teachers look for in students “doing a good job.” It’s important that all of us, adults and students, know what quality work is and continually strive to produce it. Students will be evaluating themselves as a Christian witness and learner while setting goals to improve. The basic question is,

“Does it honor God?”

The following are characteristics of a CSCS student ready to get the most from their educational experience and who allows others to do the same.

READY TO LEARN

As a student I will:

- ✓ Enter the classroom on time.
- ✓ Have necessary supplies.
- ✓ Have appropriate materials out and ready.
- ✓ Rarely be absent from school.
- ✓ Take the initiative to obtain missed assignments if absent.
- ✓ Take responsibility for my own learning.
- ✓ Begin independent learning activities without prompting.

EFFORT AND PARTICIPATION

As a student, I will:

- ✓ Demonstrate my BEST effort on every assignment.
- ✓ Participate actively in my own learning.
- ✓ Follow directions.
- ✓ Listen with respect to my teachers and peers.
- ✓ Share information and opinions during class discussions when appropriate.
- ✓ Complete assignments to the best of my ability and turn assignments in on time.
- ✓ Review my work and ask myself or others how I can do better.

RESPECT

I will:

- ✓ Speak and act with adults and peers in a respectful and caring way.
- ✓ Encourage and help others to be successful.
- ✓ Follow classroom and school rules.
- ✓ Respect school, community, and personal property.
- ✓ Use speech and actions free from bullying.
- ✓ Be polite and appropriate at all times (i.e., Chapel, performances, hallways, field trips, etc.).
- ✓ Refrain from interrupting my own learning or the learning of others.

HANDLING MY PROBLEMS

If I have a problem, I will:

- ✓ Set up a time to meet with someone who can help.
- ✓ Refrain from gossiping with others who are not involved.
- ✓ Ask for help in a calm way even if feeling frustrated.
- ✓ Wait patiently if help isn't immediately available.
- ✓ Take responsibility for my own actions.

“Trust in the Lord with all your heart, and lean not on your own understanding. In all your ways acknowledge Him, and He shall direct your paths.” Proverbs 3: 5-6

Each student is asked to review and accept the Classroom Behavioral Expectations and sign the appropriate section in the back of the handbook.

Doctrinal Statement

1. We believe in the Scriptures of the Old and New Testaments as verbally inspired by God and inerrant; there are no contradictions, no historical inaccuracies, and no false scientific information in the original manuscripts (II Timothy 3:16). We believe that the Old and New Testaments not only contain the Word of God, but also are the Word of God in their entirety and are the final authority in all subjects on which they speak (II Peter 1:21).
2. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit (Matthew 28:18-19; Mark 12:29; John 1:14; Acts 5:3-4).
3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the virgin Mary (Matthew 1:20-23), and is true God and true Man (John 1:1, 14).
4. We believe that man was created in the image of God (Genesis 1:26), from dust, as a perfectly created individual named Adam; that he sinned and thereby incurred not only physical death but also that spiritual death which is separation from God (Genesis 2:17, 3:6; Romans 5:12); that all human beings are born with a sinful nature, and, in the case of those who reach moral responsibility, become sinners in thought, word, and deed (Romans 3:10-23).
5. We believe that the Lord Jesus Christ died for our sins and for the sins of the whole world (I John 2:2), was buried and bodily rose from the dead according to the Scriptures (I Corinthians 15:1-4).



We believe that He died as a representative and substitutionary sacrifice and that all who believe in Him are justified by grace on the basis of His shed blood (John 3:16; Titus 3:5). We believe that those so justified are eternally preserved (e.g. the eternally secure position of the believer in Christ, as opposed to the concept that a believer in Christ could ever lose his salvation) through the present ministries of our risen, ascended, glorified Lord Jesus Christ and the Holy Spirit (John 10:27-29; Hebrews 7:25).

6. We believe that all who receive by faith the Lord Jesus Christ are born again of and indwelt by the Holy Spirit and thereby become children of God (John 3:3, 14:16-17). We believe that regenerate man must walk in dependence upon the Holy Spirit in order to please God (Galatians 5:16).
7. We believe in “that blessed hope”—the personal and imminent return of our Lord and Savior Jesus Christ (John 14:1-3; 1 Thessalonians 4:13-18).
8. We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the just, and the everlasting punishment of the unjust (i.e. there is no second chance in hell or the lake of fire for restoration or universalism in salvation). A person’s eternal destiny is set when they die with no hope of a second chance of salvation (I Corinthians 15:51-52; Revelation 20:11-15).
9. We believe that the Church, composed of all those who truly believe on the Lord Jesus Christ as their Savior, is the Body and Bride of Christ. We believe that Christ is the Head of the Body, the Church (Ephesians 1:22-23) and that all believers are baptized into the Body of Christ by the Holy Spirit, thus having become members of one another, we are responsible to keep the unity of the Spirit in the bond of peace (I Corinthians 12:13; Ephesians 4:3).

Statement of Faith and Christian Beliefs

1. We believe that the statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe (II Timothy 3:16). For purposes of Colorado Springs Christian Schools’ (CSCS) faith, doctrine, practice, policy, and discipline, our Superintendent is Colorado Springs Christian Schools’ final interpretive authority on the Bible’s meaning and application.
2. We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other state or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Ps 139; Gen 1:27).
3. We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen 1:26-27).
4. We believe that the term “marriage” has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (I Cor. 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
5. We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, sexual harassment or abuse, and using, transmitting, or viewing pornography) is sinful and offensive to God (Matt 15:18-20; I Cor. 6:9-10).

6. We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrinal statement of CSCS.
7. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom 10:9-10; I Cor. 6:9-11).
8. We believe that in order to preserve the function and integrity of CSCS as the local Body of Christ, and to provide a biblical role model to the CSCS members and the community, it is imperative the all persons employed by CSCS in any capacity, or who serve as volunteers, agree to and abide by this Statement of Faith and Christian Beliefs (Matt 5:16; Phil 2:14-16; I Thess. 5:22).
9. We believe that all CSCS faculty and staff are ministers of the Gospel of Jesus Christ and are role models and instructors of biblical truths through regular activities such prayer, Bible studies, worship, and classroom biblical integration within the curriculum based on a biblical worldview (Col 1:28).
10. We believe that in order to preserve the unity and integrity of CSCS as the local Body of Christ (Ps 133:1) that at least one parent or guardian for each student must give a clear testimony of faith in Jesus Christ as his or her personal Savior. Students for grades 9-12 must give a clear testimony of faith in Jesus Christ as his or her personal Savior.
11. We believe that all human life is valued regardless of race, color, national and ethnic origin and should be treated with respect, dignity, love, and kindness (Gal 5:22; Col 3:12).
12. We believe that since the body of Christ is commissioned to go out and make disciples of all nations, we welcome international students providing they are willing to be instructed in biblical truth and receive scriptural teaching in all classes and are supportive of the CSCS mission and Statement of Faith and Christian Beliefs (Matt 28:19-20).

School History, Structure, and Governance

Colorado Springs Christian Schools is an independent, interdenominational Christian school founded in 1971 by a group of dedicated parents representing several local churches. The school has grown from less than 200 students in grades K-12 to around 750 on two different campuses in those same grades today.

The responsibility for the operation and direction of the school is vested in a Superintendent and Executive Director of Academic Services who work with the principals on each campus to ensure a well-functioning and purposeful educational environment for every age level. The Superintendent is responsible to a school board, which is composed of parents of CSCS students and other persons who understand the school's mission and are committed to its success.

CSCS is not affiliated with any church or denomination, although as can be seen in the doctrinal statement, identifies itself with the evangelical Christian community. Within our student body and staff, over 120 local churches and assemblies are represented.

CSCS School-wide Learning Outcomes

The vision of Colorado Springs Christian educators is that a maturing CSCS student:

- 1) Understands and commits to a personal relationship with Christ and pursues ongoing spiritual development**
 - a) understands the gospel, salvation, and how to present that to others
 - b) understands and practices spiritual disciplines such as devotions, personal Bible study, and prayer
 - c) understands and pursues spiritual maturity and a deepening dependence upon the Holy Spirit
 - d) is involved in a local church
 - e) commits to a personal relationship with Christ
- 2) Understands and articulates a biblical worldview and operates from that perspective in the world**
 - a) develops, articulates, and defends a biblical worldview
 - b) demonstrates application and relevance of a biblical worldview to daily decision making
 - c) knows and is able to articulate differences between Christianity and other worldviews
 - d) knows how to dialog effectively with those who hold other worldviews
 - e) is able to defend one's faith
- 3) Is academically prepared in all areas (reading, writing, listening, speaking, science, math, social studies, languages, Bible, technology and the arts)**
 - a) is a creative and critical thinker who can apply learning to solve real world problems
 - b) utilizes technology responsibly and effectively
 - c) can appropriately access and use various types of information resources
 - d) appreciates and/or participates in the arts and literature
 - e) demonstrates academic competence which is required for next level of academic pursuit
 - f) is well prepared for standardized academic testing
 - g) communicates effectively in both verbal and written forms
 - h) can communicate in at least one additional language
 - i) knows the Bible in concept and through memorization
- 4) Develops moral integrity, demonstrated by righteous living and stewardship**
 - a) makes choices based on biblical principles
 - b) respects life
 - c) lives according to biblical standards in family and personal relationships
 - d) is a wise steward in use of personal, financial, and natural resources
 - e) is a responsible citizen in the local community and the world
- 5) Is able to relate and work well with others, including other cultures and respects the worth of every individual as made in God's image**
 - a) can explain being created in the image of God
 - b) respects individual differences, valuing each person as God's creation
 - c) able to work together in groups
 - d) can understand and appreciate people of different cultures
- 6) Is a lifelong learner, prepared for next stage, including intellectual, spiritual, physical, social, and emotional health**
 - a) pursues ongoing learning as it relates to next stage, including careers
 - b) applies learning to healthy choices affecting lifestyle
 - c) develops a love for learning
 - d) recognizes the spiritual implications of acting upon one's learning
- 7) Is a servant leader, prepared and motivated for lifelong service and involvement in missions, knows and applies spiritual giftedness**
 - a) can articulate the biblical mandate for service and missions, including responsibility to the poor and lost
 - b) participates in service experiences
 - c) understands missions from personal experience or from personal exposure to the message/impact of missions
 - d) develops leadership skills
 - e) understands and utilizes spiritual gifts
 - f) identifies personal strengths and talents
 - g) applies gifts in leadership/service
 - h) works within the body of Christ according to the variety of gifts in the body

Student Life

GENERAL CONDUCT

CSCS places a great deal of emphasis on the spiritual development of each student. Progress is most often recognized by outward actions toward others, indicating a level of obedience to the Lord Jesus Christ and his Word. With this in mind, we expect students to demonstrate an attitude of respect for their peers as well as adults, whether as their teachers or as school parents or visitors. In addition, respect for the property of another is expected. This includes both school property and the personal effects of others.

SCHOOL HOURS

The school day begins at **7:45 a.m.** Dismissal is at **2:55 p.m.** (See class schedule on website.) **Students should enter the school through the auditorium doors between 7:25 a.m. and 7:45 a.m.** Classrooms will be open at 7:40 a.m. **Students should not arrive at school before 7:25 a.m.,** unless they are involved in a before-school activity under the supervision of a staff member. All students are expected to leave the school grounds immediately after dismissal, unless they are involved in an after-school activity which begins between 3:00-3:30 under the supervision of a staff member. **No supervision is provided after 3:20 p.m. unless specifically arranged. Prompt pick up by parents is necessary and expected by the middle school staff to ensure safety for your child.**



CHAPEL

CSCS has a weekly chapel service which is mandatory for all students and faculty. Chapel is designed to provide a variety of spiritual stimuli for the student. It is not intended to be a substitute for regular church attendance. Students are expected to have an attitude of reverence and respect in chapel. Talking, doing school work, and general disorderly or disrespectful conduct is not acceptable. Consequences will be applied to those who display such negative behavior.

HOMEROOM

Your first hour classroom teacher is your homeroom teacher. Your homeroom teacher is the first person you should go to if you have a question or concern about school life.

HOMEROOM REPRESENTATIVES

Middle School representatives will be selected for every grade level. These reps will meet with the principal approximately six to ten times during the school year. They will be the group that the principal can gain input from when considering certain decisions in the school community. They will be given the chance to ask questions, bring concerns, and give feedback about programs or plans pertaining to middle school students. These students will be appointed to organize school spirit events, give input on school improvement and community, assist with class serve-a-thon projects, contribute to chapel in a variety of ways, and communicate information to homerooms. They will develop character and leadership qualities through their opportunities for service. Applications for middle school representatives will be available from the homeroom teacher in early September.



LOCKERS

Each student will be assigned a locker. Lockers are the property of CSCS and are provided for your convenience and storage of your school materials. If you have trouble with your locker, contact the office. Lockers are to be kept neat and orderly. Posters or decorations are permitted on the inside of your locker but must be **attached with magnets only**. Any posters or decorations must be consistent with the philosophy of CSCS. **Damage to lockers will be the responsibility of the person to whom it was issued.** Latches should not be interfered with or deliberately jammed, and locker doors should not be kicked open. Lockers are required to be locked between uses. **Students will be required to use a school-issued lock (students should keep lock through the duration of their enrollment at CSCS). No personal locks will be permitted.** Opening or touching the belongings of another student's locker is a violation. *****Giving your combination to any person other than a family member is a violation.***** Violations may result in losing the privilege to have a locker for a period of time. Reminder, students, (not the school), are responsible for their personal

property inside their lockers. **SCHOOL ADMINISTRATORS HAVE THE RIGHT TO OPEN AND SEARCH LOCKERS (OR OTHER PERSONAL BELONGINGS) IF AND WHEN THEY FEEL THERE IS JUST CAUSE WHETHER OR NOT THE STUDENT IS PRESENT. QUESTIONABLE ITEMS WILL BE REMOVED AND TAKEN TO THE OFFICE.**

FOOD AND DRINK

Gum chewing will be allowed as determined by individual classroom rules. Irresponsible students may lose the privilege. No food, drink, or candy is allowed in the media center, computer labs, classrooms, or during chapel without faculty permission. Students may eat their snacks in the halls during morning break, but snacks are not to be brought into the classrooms without permission. For a student to avoid being tardy after break, they must have disposed of their snack and be where the teacher has specified for his/her classes by the time the bell rings. Drinks for lunch may be kept closed in lockers before lunch but not brought back to lockers after lunch, if opened. (Damage to textbooks has resulted from open drinks in lockers.) Glass bottles are prohibited except in the auditorium. Clear plastic water bottles are allowed in lockers and for students in classes. Water bottles are defined as a bottle specifically designed for water and not a pop bottle. No energy drinks allowed.

LUNCH

Lunches, including milk, will be available for K-8. There will be a choice of two to three entrees with unlimited sides (salad, fruits, and vegetables) every day. Paying for the meals will be managed through an online system where parents can sign up and make deposits into their own accounts. Meals do not have to be ordered in advance but the money has to be available online for students to be able to charge the lunch. Menus are posted a month at a time. Detailed information is available online for food/ingredients so that families can make informed choices. Students with serious allergies should contact the nurse and some substitutions can be made for those foods that would be a concern. This food service is run by Colorado Springs School District 11 specifically for CSCS and prepared in our kitchen daily. Their commitment is to serve healthy fresh food, free of artificial ingredients, low in sugar and fats, with natural and not highly processed ingredients, as much as possible.

If a student forgets his/her lunch, he/she will be able to charge up to 2 days lunches IF they have an online lunch money account previously established. If not, they will be allowed to call a parent to bring a lunch.

LANGUAGE

Students are expected to use nothing other than wholesome language at all times (Ephesians 4:29). This not only includes coarse talking or vulgarity but also ridicule, gossip, angry outbursts, and slander. In the book of James, we are reminded that the tongue is the most difficult part of our body to control (James 3:1-10). It is natural to want to “repay evil for evil” when we are wronged, and in many instances we use our mouths to do just that. God desires supernatural responses from us. In large part, our progress toward sanctification can be measured against our ability to control our words.

BIRTHDAY PARTIES

For outside parties, invitations are not to be passed out at school if all students in the homeroom or grade are not invited, at least of the same gender. Parties are not to take place on campus, such as in the auditorium, unless all students in that grade level can participate.

TELEPHONES and CELL PHONES

A courtesy phone is available in the office. Students may use the courtesy phone only for emergencies. Arrangements should be made ahead of time when students wish to stay for a game or ride home with a friend. Messages and deliveries from parents are to be left in the office in order to respect the educational opportunity of all students. Students will not be called to the telephone except in emergencies. If a student must use the phone for an emergency, they must not miss class to make the call unless they have received permission from their teacher. No phone use will be allowed without a pass from that teacher. If a parent allows a student to bring a cell phone to school, it must be kept in the student’s locker from 7:45 – 2:55. **Absolutely no cell phones may be used or seen during the school day. This rule will be strictly enforced to protect students from several unsafe situations.** CSCS is not responsible for cell phones lost or stolen from school lockers.



ELEVATOR USE

Elevator use is restricted. Only those students who need to use the elevator for medical reasons as evidenced by a note from a parent or the doctor will be issued an elevator pass along with one friend of the same gender designated to carry books if student needs assistance as determined by the health office. Any student who rides the elevator without permission will be issued a detention.

HEALTH GUIDELINES

Office secretaries and health aides are responsible for administering first aid and medications at CSCS. They are under the supervision of the Health Services Coordinator. Parents/guardians will be contacted to retrieve a sick student. Students will not be allowed to sleep or rest in the Health Room for extended periods of time.

- Students receiving medications at the school must have the appropriate forms signed by a parent and physician. Office staff will provide these forms, and they are also available on the website.
- CSCS will annually conduct vision and hearing screening for grades K, 1, 2, 3, 5, 7, and 9. Parents will be notified if further testing is needed for their child.
- State law requires all students to show proof of current immunizations. Students who have not had immunizations for personal or religious reasons must annually have a signed exemption form in their file. CSCS may suspend a student for failing to comply with this state law. Medical exemptions require a note from the doctor.
- If an injury or concussion prevents a student from physical or academic activity, a doctor's medical note must be submitted to the middle school office. A note from the doctor must also be submitted in order for the student to resume normal activity.

CSCS has policies regarding illness and accidents. If you have questions concerning any issue related to health, please contact the Health Services Office at 268-2132.

CLOSED CAMPUS

CSCS operates under a closed campus policy. Students must stay on the school grounds from the time students arrive at school until dismissal unless signed out by a parent or legal guardian. Sign-outs must be done in the school office. If a student arrives at school after **7:45 a.m.**, the parent must sign the student in at the office, and the student will receive a pass to go to class. (See *Leaving During the School Day* under **Attendance**.)

STUDENT VALUABLES

It is not recommended that students bring any unnecessary valuables to school. Anything lost or damaged at school is completely the responsibility of the student and not the school. It is best not to bring cell phones, radios, video or digital cameras, MP3 player-type devices, wearable devices, tape/CD/DVD/music players, electronic games, expensive equipment, or large amounts of money to school unless specific permission has been granted for a special project. At all times, students are to keep track of glasses, sportswear, watches, calculators, and other valuables. Students, not the school, are responsible for their personal property. If it is necessary to bring a valuable item to school, please bring it to the office for safekeeping. If they do bring a cell phone, it is at their own risk. (See **Telephones** for guidelines on use.) Students must respect the personal property of other students and teachers wherever they encounter it. Damage caused by students, whether willful or accidental, will become their responsibility to repair or replace. Students are not to use electronics along with corresponding ear buds on campus such as music players or video games without permission during the school day. Laptops, Netbooks, or other wireless devices are the responsibility of the student and not the school, and should be stored in locked lockers or otherwise secured by the student. Objects that distract from classroom learning (such as fidgets and toys) are not allowed at CSCS.



LOST AND FOUND

The lost and found will be located outside the front office. Items left in the lost and found over 10 days will be donated to a charitable organization.

VISITORS

Since we maintain a closed campus, all visitors must report to the front office. Permission and visitor passes will be granted at the principal's discretion. Teachers and students are instructed to escort or report any unauthorized person (person without permission and visitor pass) to an administrator. Law enforcement will be notified in the event an unauthorized or suspicious person gains entry to the campus or surrounding area.

Prospective students and parents as well as current parents are welcome to schedule classroom observations at Colorado Springs Christian Middle School most days of the year. Permission needs to be obtained from the principal at least one day prior to the visit. Visitors must sign in at the middle school office and receive a visitor pass to be worn during the observation. Observations of classes are not intended to be participatory unless otherwise arranged with the principal.

School parents who volunteer or who will be on campus for any reason must also sign in at the office and wear a visitor pass while on campus. Parents must sign in before, during, or after school if they are going to be in the halls with students.

VOLUNTEER TRAINING REQUIREMENTS:

CSCS LOVES volunteers! Volunteer opportunities include: in the classroom, lunchroom, as coaches, in the campus offices, to drive on field trips...really, almost everywhere!

To ensure we know who is ministering to our children at all times, all volunteers MUST be approved before volunteering with CSCS.

Volunteers who have been approved in previous years may be asked to update their background check periodically.

New volunteers are required to go through a volunteer application process. This includes the completion of an application, a short interview with a campus administrator, and completing a background check. Below are the steps to our volunteer process:

1. Complete an application found at <https://www.cscslions.org/volunteer>.
2. You will be contacted for a brief interview so we can learn a little more about you and how you would like to share your time and gifts with CSCS.
3. CSCS will conduct a reference check with references you supplied on your application.
4. You'll be emailed a link to complete a background check securely online. No fingerprints are required.
5. You will be contacted that the process is complete and you are ready to begin serving with CSCS!

SECURITY

The safety and protection for children, parents, and staff members on the CSCS Middle School Campus has always been a high priority. As the world's culture has changed in recent years, our work in the area of security and safety has become more focused. Our first realization is that our safety has been continually provided by the Lord. We believe that He has protected us, continues to protect us, and expects us to use the wisdom that comes from Him as we plan and prepare for a safe campus.

With those concepts in mind, CSCS has taken an aggressive approach toward prayer and preparation. Our preparation includes a Safety and Security Officer. Prayer has been a focus for both parents and staff.

The CSCS Security Program is led by our Safety and Security Officer. This is a position that brings influence to all of the CSCS and Handprints Early Education Center campuses. Our Security Officer has been involved with school safety issues for some time. The CSCS security philosophy emphasizes the fact that every staff member and many volunteers make up our Security Team.

CSCS Faculty and Staff go through regular training, tabletop exercises and scenario-based training to aid their understanding of security and their roles in the security procedures. As in other area schools and public buildings, the police canine unit may conduct preventative sweeps in the building and parking lots throughout the school year for our safety and security. Volunteers, many of them current school parents, are also recruited and trained to provide help. Individuals with an interest in helping should contact our Security Officer to learn more.

FIELD TRIPS AND RETREATS

Occasionally a field trip is planned as an enhancement to a particular class. Also our Middle School students attend a mandatory annual class retreat. Teachers will request a signed Activity Release and Consent form from a student's parent/guardian before permitting a student to attend the field trip. If the student will miss other classes due to the field trip, it is the student's responsibility to obtain and complete all class work missed in those classes. All field trips and retreats opportunities are considered a privilege. Therefore a history of excellent behavior is required to attend field trips and our annual retreat. School rules are in force on all school trips as long as they are sponsored or supervised by CSCS personnel. Student participation can be denied if the administration deems it necessary. Parents who wish to drive on field trips must have liability insurance (on file with the office) and a valid driver's license, and they must have completed the volunteer application process and training. Information about the application process and training can be obtained from the administrative assistant at each campus. Each student must have and use a separate seat belt. Cell phones may not be used by the driver of a vehicle transporting students on a field trip or other school outing. If a video is shown in the vehicle, it must be rated "G."

DRESS CODE

Moderation, modesty, cleanliness, and neatness are the overriding factors in establishing the dress code at CSCS. Christians are encouraged by the Word of God to observe the principles of modesty (I Timothy 2:9), glorification of God (I Corinthians 10:31), and the avoidance of showiness in their appearance (I Peter 3:3-4). We acknowledge the various styles of dress and the desire of students to dress "in style." However, what is fashionable to wear may or may not be appropriate for school or school-related functions based on the above principles. We expect parents to support and enforce these dress code guidelines with their children. Due to the frequent changes in the fashion industry, the administration reserves the right to determine if a particular piece of clothing follows our dress code guidelines.

1. General Guidelines

- a. The regular dress code applies for all field trips unless the administration makes an exception.
- b. Classroom teachers and administrators will make final decisions regarding dress code questions.
- c. Shoes must be worn at all times. If sandals or shoes are considered too sloppy or unsafe, the student will be asked not to wear them again. Bedroom slippers are not allowed as normal school footwear.
- d. Extremes in make-up and hairstyles, while "in fashion," may or may not be appropriate at CSCS. Hair color should be a natural color and not colors such as blue, green, purple, bright red, hot pink, etc. The administration will make final decisions regarding hair.
- e. Hats (including beanies), excessive jewelry, sunglasses, and/or pocket chains are not permitted to be worn at school during school hours. Hats for both boys and girls can be worn outside the building at any time as long as they are not inappropriate. Belts, keys, and other accessories must be worn normally and not attract undue attention.
- f. Boys will not be permitted to wear an earring or earrings in school or at any school activity on or off campus. This includes the time when students are on campus before and after school.
- g. Visible tattoos and body piercing other than for girls' earrings will not be permitted.
- h. Coats such as winter coats and raincoats should be removed and left in lockers during class time. Lightweight jackets for indoor use may be worn in classes.



2. Girls—Skirts, dresses, shorts, and slacks are to be modestly fitted and designed as women's apparel.

Skirts, dresses, or slits in skirts should be no shorter than 3 inches above the knee, regardless of leggings. (Questionable shorts, tight clothing, and dress or skirt length will be discussed in the privacy of the school office by a female employee of CSCS.) Sundresses (dresses with shoulder straps less than 3") may be worn only with a shirt or sweater/jacket over the dress. The following are inappropriate school attire: clothing with slogans or pictures that are inconsistent with the philosophy of CSCS, bare-midriff blouses, ragged sweatshirts, shirts that slip off of the shoulders, undershirts, immodest/low necklines or overly tight tops, sweat pants, athletic sports pants or shorts, yoga pants, leggings without an appropriate dress or skirt length, pajama pants, pants that ride low on the hips, torn or frayed blue jeans, pants/shorts/capris with holes or frayed holes, or tight fitting/ excessively baggy extremes in any type of clothing. Tops must be long enough to not expose the midriff or back when arms are raised above the head



or a student is leaning forward such as at a locker or a desk. Mesh or sheer shirts can only be worn over other shirts that meet dress code. Sleeveless shirts should have a shoulder width of 3". Tank tops with less than 3" shoulders may be worn under other shirts but not as the outermost layer. It is suggested that girls have a jacket to wear in case of dress code concern.

3. Boys—Shirts and pants are to be modestly fitted and designed as men's apparel. T-shirts that are longer than arm length must be tucked in. The following are inappropriate school attire: undershirts (plain white T-shirts), ragged sweatshirts, mesh shirts (unless worn over dress code appropriate shirt), clothing with slogans, artists, groups, or pictures that are inconsistent with the philosophy of CSCS, sleeveless shirts, tank tops, torn or badly frayed blue jeans, pants/shorts with holes, or tight fitting extremes in any type of clothing. "Sagging" and excessively baggy clothing will not be permitted.
Hair: Hairstyles must comply with the general dress code guidelines (neatness, avoidance of showiness, etc.). Hair color should be a natural color. Facial hair should be neatly trimmed.
4. Shorts/capris—Shorts must be no more than 3 inches above the top of the kneecap. Walking style shorts or casual shorts may be worn; this may include those with cargo pockets. Denim shorts may be worn as long as they are not tight fitting and meet modesty and length guidelines set for other shorts. Girls may wear capri pants including multi-colored and denim materials. Shorts, skirts, and capris must comply with the general guidelines regarding fit—they must be sized to fit the student wearing them. As is the case with pants, shorts and capris must be properly hemmed and not overly baggy or tight fitting. Spandex, board shorts, yoga pants, and athletic/sports/PE shorts are not appropriate attire for the middle school classroom. Leggings or tights can be worn only under other dress code appropriate clothing.
5. Consequences for Dress Code Infractions—Consequences for dress code violations will range from warnings to detentions. Students who violate dress code policies will be asked to go to the office where they will be given a warning and their name will be recorded for a dress code violation. The student will be required to change into acceptable clothing before returning to class. This might require the student to call parents to bring a change of clothes. If the parent cannot be contacted, the student will be required to choose from the spare apparel available in the principal's closet. After the second dress code violation, the student will be issued a detention. Students are responsible to return (clean) any items of clothing they borrow.

Academic

CSCS exists to provide a quality education in a Christian environment. The following serve as guidelines for academic policy.



ACCREDITATION

CSCS is fully accredited by the Association of Christian Schools International (ACSI) and the North Central Association (NCA).

FACULTY

Faculty members at CSCS are selected with great care. Each is academically qualified to teach in his/her assigned teaching area and possesses or is working toward Association of Christian Schools International (ACSI) teacher certification. Spiritually, all faculty members are born-again Christians and are committed to education in a Christian school and specifically CSCS. Since employees are viewed as ministers of the Gospel, duties such as leading devotions, prayer, Scripture reading, and integrating biblical truths in daily job responsibilities are integral to all employment positions. In addition, all hired employees submit to background check.

HYBRID ONLINE PROGRAM

The Hybrid Online Program at CSCS is a combination of our non-traditional program with the online program from Sevenstar Academy for a full educational program. Certain rights and privileges come with being a Hybrid student at CSCS though not the full array that is afforded to full-time traditional students. It is an affordable option for those who need a more flexible program or one that costs less than the traditional

program. Students take a maximum of three courses at CSCS and a maximum of five online courses per year. More details are available on the program at the office or on the CSCS website.

STUDENT PLANNERS

CSCMS will provide CSCS student planners to students when their annual school fees are paid. **ALL STUDENTS ARE TO USE THE PROVIDED STUDENT PLANNER** to record their daily assignments unless permission is granted by the lead teacher of the appropriate grade.



TEXTBOOKS

Textbooks are the property of CSCS, and each student is responsible for the care of his/her books. All books are to be covered with an appropriate book cover. Book covers should not be directly adhered to the book with tape. Damaged or lost books are the responsibility of the student to whom they were issued. Any book that is lost or damaged beyond repair will be paid for by the student at full replacement cost. (Most textbooks cost over \$50 per book.) Students may be assessed a fine for damage to books that can be repaired or are still usable. Under no circumstances should a student write in a textbook with pen or pencil.

CSCS budgets to purchase books once every seven years for each of the subject areas on a rotating basis. When a book is damaged or lost during the seven years before the next purchase, we must have the books rebound or we have to buy replacements. If a book is worn when your student receives it in the fall, they mark on a special form, in detail, where that book is worn. At the end of the year, the teacher compares the damage on the actual book to the form where the student recorded the condition of the book. If there is more than the normal wear and tear or writing on the pages, then a fine is assessed. The only fines that are assessed are for students whose books are significantly worn or damaged compared to how they received the book.

Textbooks are to be kept in the locker when not in use. Students leaving their books lying on the floor of hallways or on the sports bag shelves may be issued a warning and then a detention.

ACADEMIC HELP

Your teachers are committed to helping you succeed. Please take advantage of opportunities before or after school for individual help by arranging a session with the teacher. The preferred method of contact with a MS teacher is email, but if you need to leave a message, please go through the MS office. They will deliver the message to the teacher. If a learning difficulty becomes evident, please consult with the teacher first. Resource help is available for students who qualify at the discretion of the principal. Additional fees do apply.

INTERNET, COMPUTER USE and USE OF THE MEDIA CENTER

Any students who use the Internet or CSCS network must abide by the Technology Acceptable Use Policy (AUP). A parent signature will be required as well. These must be turned in before a student will be allowed to use the Internet. Occasionally, whole class projects will be done on the Internet during school hours. Students will always be under adult supervision when using the Internet. Parents are urged to monitor Internet use at home even when the student is completing a school project. The media center is open daily for student use. The media center provides the following services: Computer workstations complete with Microsoft Office and Internet access, Accelerated Reader, Christian music library, photocopier, and a two-week circulation period for books and other items. Fines will be assessed at 10¢ a day when books and other items are not returned by the due date. To use the media center during the school day and if staff supervision is available, students must have a pass issued by their classroom teacher. They are required to obey any direction given by the librarian or the supervising teacher. Loss of borrowing/usage privileges may result if students do not behave appropriately or if they misuse media center materials. Class groups have first priority for computer usage. The media center is normally open for student use between 7:45 a.m. to 3:10 p.m., unless other arrangements are made with the media center aides, computer teacher, or other school staff.

STANDARDIZED TESTING

During his/her years at CSCS, the student will take a variety of tests. These are used to assess the student's achievement and aptitude throughout middle school. All middle school students take a Standardized Test in the spring. All middle school students take a Standardized Test in the spring. Seventh grade students also take the cognitive abilities test. In addition, all students will take basic competency and/or mastery tests in math and English near the end of the school year. These scores will provide the staff with specific data

regarding each student’s progress in our curriculum. These tests help to determine a student’s placement in math and English for the following year along with standardized test scores, teacher recommendations, and grade average for the subject.

GRADING SYSTEM

CSCS operates on a 4.0 grade point system. For grades seven and eight, Grade Point Average is calculated by totaling the grades according to their numeric value on the chart and dividing by the number of classes a student is taking, not including study hall. For sixth grade, points for music, are only counted as half since they meet only half of each week. Then the total is divided by 7. Enrichment classes are not calculated in this equation.

Honor roll is based strictly on the grades for a single quarter and not the semester GPA.

The following chart is the percentage breakdown for grades:

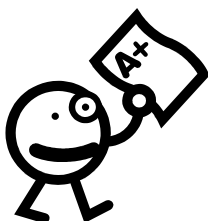
| Percentage | Grade | Grade Point |
|---------------|----------|-------------|
| 93 – 100 | A | 4.0 |
| 90 – 92 | A- | 3.7 |
| 87 – 89 | B+ | 3.3 |
| 83 – 86 | B | 3.0 |
| 80 – 82 | B- | 2.7 |
| 77 – 79 | C+ | 2.3 |
| 73 – 76 | C | 2.0 |
| 70 – 72 | C- | 1.7 |
| 67 – 69 | D+ | 1.3 |
| 63 – 66 | D | 1.0 |
| 60 – 62 | D- | 0.7 |
| 0 – 59 | F | 0.0 |

HONOR ROLL

Placement on the honor roll is determined by a student’s Grade Point Average (GPA) each **quarter**. (An explanation for the GPA calculation is included above.) **Honor Roll 3.40 - 3.74** **High Honor Roll 3.75 - 4.0**

PROGRESS REPORTS, MID-TERMS AND REPORT CARDS

An indication of student progress will be available weekly on-line, by Monday at midnight. **It is the parents’ and students’ responsibility to check their progress on a regular basis.** Families without Internet access should contact the office to receive a printed copy or gain access at the school. The on-line report for grades shows what the student achieved the previous week. It is not meant to be an immediate indication of what work was late and can still be turned in the next day. Teachers may take several days to grade and record work. Our goal is to have the majority of the previous week’s work recorded by Monday at midnight. If you are having trouble accessing the grades/assignments website, please contact us. We see the site from the teachers’ perspective and may not know there is a problem from the parents’ side for several days.



Mid-term deficiency reports are mailed to parents midway through each nine-week grading period. Students whose class work is C- or below will receive mid-term reports by mail.

Academic grades, conduct, and teacher appraisals of progress will be reported on a nine-week basis. Report cards are published approximately seven to ten days after the conclusion of each quarter. All quarter report cards will be available on Rediker Parent Portal. Only second semester (fourth quarter) report cards will be mailed home. Report cards will not be released each quarter until all financial obligations have been met.

HIGH SCHOOL CREDIT COURSES

At Colorado Springs Christian Schools, our mission is to provide a high quality education from a biblical perspective for life-long service. The teachers and staff want to make sure that every student is challenged to his/her full potential. Therefore, if a student has been approved to take a high school course--based on the ability of the student and whether or not there is available space in the requested high school course—when there is no equivalent course in the middle school, a student will receive high school

credit for this course and the grade will go on his/her high school transcript. Since this is a high school class, the homework expectations will be greater than a regular middle school class. Also, once enrolled in this course, each student is required to complete the entire year in the approved class. If a parent does not want his/her student to get a high school grade, then the student may not take the high school class. A Parent/Student Consent Form must be turned in to the office before classes begin.

MIDDLE SCHOOL STUDENTS TAKING HIGH SCHOOL COURSES

Middle school students may take certain courses at the high school campus upon approval by the middle school and high school principals. Such decisions will be based on the ability of the student and whether or not there is available space in the requested high school course. Students taking these courses will be awarded high school credit upon successful completion of the course. Middle school students taking Algebra I in middle school will not be awarded high school credit. This applies to both current CSCS students and transfer students. Once enrolled, middle school students are required to complete the entire year in the approved high school course and follow the High School schedule including the Final exams schedule.

ACADEMIC PROBATION/RETENTION

Students are expected to maintain a grade point average above 1.70 each quarter. Parents of students who do not have at least a 1.70 GPA will be contacted by the principal; the student will be placed on academic probation. Any student who remains on academic probation for two quarters after receiving notification may be asked to withdraw from the school or be retained (at the discretion of the administration).



HOMEWORK and TESTING

CSCS believes that meaningful homework will contribute to the academic success of students. It is our goal to give homework which provides independent practice reinforcing concepts learned, prepares the student for the next major concept, or allows for extended specialized learning (projects). We believe that homework increases the student's ability to think, reason, and respond. We strive to provide homework which addresses the varied learning styles of students.

1. Students who use their class time responsibly should not average more than 1½ hours of homework per night. If your child consistently spends more time than that on assignments, please contact his/her teachers. There may be a need to arrange for additional help or a study hall.
2. Assignments for the week are usually given to students on Mondays. These assignments are posted in the classroom and will be posted weekly on the Rediker Parent Portal. Any changes in due dates or details will be given to students in class and those must be written into the student planner by the student in red pen.
3. Some courses will use daily homework to substantiate the reading of material for the next class.
4. Grading homework in classes, such as math, is used strategically as part of the learning process.
5. Every attempt will be made to grade homework promptly and give it back to students with appropriate feedback. Occasionally, the teacher will deem it appropriate to count the homework assignment as a completion grade or not count it at all.
6. Long-term assignments will have built-in checkpoints and may be given over a several week period. Most weeks, there will not be homework assigned on Fridays or due Mondays.
7. No more than **two major tests** should be given on any one day. Major tests do not include Bible verses, vocabulary quizzes, daily reading quizzes, or spelling tests. If a third major test is scheduled, the student should appeal to his/her teacher at least 24 hours in advance. The third teacher who signed up for a test will make alternate arrangements.
8. For **late work**, students have one day to turn in daily assignments for **partial credit** (75% credit). After one day they may receive **no credit**. **Projects will be reduced by one letter grade or 10%, per day late.** If a student is struggling with getting their work turned in on time (assuming it has been completed), please contact the teacher directly for a workable solution. "Grace Day" coupons or similar policies vary according to the subject and grade level. See the teacher's classroom rules for details.
9. Nights of concerts will be "low homework" nights. Only minor quizzes (such as vocabulary and Bible verses) or open book/notes tests may still be given. If adequate class time is given to students for an assignment, they may have to finish it for homework if they do not finish it in class.

10. Students are to understand that they have ongoing responsibilities each week. These include working on vocabulary, spelling, verse memorization, reading books for English, and studying ahead for tests coming up. There are often long term projects or other things that can be done such as organizing the binder, studying notes, preparing for research, etc. Too often, students say they have “no homework” on some nights and then find that they run out of time on other nights when assignments are actually due the next day. We recommend that parents work through the list above nightly so that too much homework does not accumulate in one evening.

SEMESTER EXAMS

Semester, year-end, or mastery tests are administered at the appropriate times during the school year. Absences by students during exam weeks, other than normally excused absences for illness, death in the family, or hazardous and inclement weather, will be considered unexcused. **PLEASE DO NOT PLAN VACATIONS DURING THE LAST WEEK OF EACH SEMESTER.**

Students are to prepare for semester exams through the use of study guides and/or review of previous tests several days in advance. Students should keep tests from the semester for review. They will be charged if they need to photocopy another student’s test.

MAKE-UP OF INCOMPLETES

Students with absences who have not yet completed make-up work may be given an “Incomplete” on their report cards. They will have the normal time allotted to complete make-up work. Incompletes at the end of fourth quarter will be handled on an individual basis. Failure to make up incomplete work in a timely manner may result in lower and/or failing grades for a student.

RE-ENROLLMENT

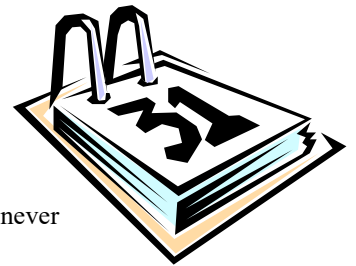
Re-enrollment of middle school students for the following school year will be contingent upon meeting matriculation standards as established by the administration. This procedure reflects CSCS’s commitment to maintain high standards for its students. Each student will be evaluated on the basis of the following criteria:

| | |
|-------------------------------|--|
| Spiritual Sensitivity | –a genuine respect for God and His Word. |
| Positive, Obedient Attitude | –displaying a teachable spirit and a desire to grow in the Lord. –following the guidelines as described in the Parent-Student Handbook. –responding appropriately to discipline. |
| Concern for Others | –being considerate, willing to put the interests of others ahead of his/her own. |
| Academic Interest/Achievement | –a serious effort to do his/her best academic work. |
| Attendance/Tardiness | –is prompt to class and regular in attendance. |

If the school is considering not inviting the student to return, parents will be contacted by the principal regarding the issues of concern. This can happen at any time whether the family has received the re-enrollment packet or not.

Attendance

The mission of CSCS is to provide *excellent education*. Parental support is essential for us to accomplish this mission. A quality education can only be provided to students whose families make regular attendance a high priority. Parents need to plan family activities during scheduled school vacations, thereby allowing their students the opportunity to receive the highest quality education CSCS Middle School can offer. Whenever students are absent, the quality of their education as well as their classmates’ education is compromised. We recognize, however, that at times there may be a need for a student to be absent. The following guidelines govern attendance at CSCS Middle School.



ABSENCES

1. When family need results in a student's absence, ***the middle school office should be notified in writing of expected absences at least one week prior to the absence.*** Notification of an absence received less than a week in advance will hinder the ability of teachers to provide the necessary make-up work, and students may lose credit for class work assigned during their absence. Daily assignments may be excused at the discretion of the teacher. However, students will always be accountable for the material taught during any absence. Unless prior arrangements have been made with the teacher, students will be expected to turn in required work and take any tests before the absence or on the second day they return to school. ***(After school sessions may be necessary to make up tests and quizzes.) Ultimately, it is the student's responsibility to secure his/her make-up work from individual teachers.***

Sudden family emergencies will be handled on a case-by-case basis. Parents should inform the school of the absence as soon as they know about it. Some work may be able to be collected ahead of time and the rest will be supplied to the student upon his/her return. Students have one day to make up work for every day missed. Special consideration can be given depending on the circumstances. However, extended illnesses or injuries must be substantiated by a physician completing a CSCS Extended Absence-Physician Approval Form, located on the CSCS web-site under Parent Resources, and returned to the middle school office within three days of the initial illness. The student must still fulfill the requirements of the class.



2. **When a student is absent due to illness, parents should notify the middle school office by 9:00 a.m. each day of the absence.** Required make-up work must be completed within one school day for each day of absence—not to exceed five days unless a significant medical issue is involved. (i.e., absent on Monday, returns to school on Tuesday, all work assigned on Monday and Tuesday is due on Wednesday). Work turned in after the allotted time is subject to the late penalty described in the homework policy. **Parents should request homework assignments when a student is absent two or more days.** The student should contact their “study buddy” and go online to access homework assignments on Rediker Parent Portal when the absence is only one day. A request for homework needs to be made in the office by 9:00 a.m. or simply contact the teachers directly by email. (Parents may request homework on the second day of absence and all following days to obtain assignments.) **A teacher may choose to send materials electronically by email, attach materials to the assignment in Rediker Parent Portal, or use Moodle for easy access and convenience for the students. If materials cannot be sent electronically, they will be available in the office from 2:55-3:25 p.m.** Collecting books from a student's locker is the parent's responsibility. Although students may not be required to make up all work assigned during their illness, they will be accountable for its content when tested. Extended illness that is validated by a physician will receive special consideration with administrative approval.
3. If a student is unable to participate in a class or classes due to absences both excused and unexcused of more than 12 days in a semester, he/she will be notified by the school as soon as possible. If that number reaches 15, he/she may lose credit for class assignments, tests, and quizzes. He/she may be asked to take summer classes or be asked to withdraw from CSCS. Special cases of illness that are validated by a physician will be handled on a case by case basis.
4. **Students who will be absent due to school-related activities (field trips, sports, rehearsals, homeroom representatives, etc.)** must contact each teacher the day prior to the scheduled event to submit assignments due, schedule make-up tests, and obtain make-up work. Failure to make prior arrangements when leaving school early will result in a student receiving no credit. ***(Please note: This requirement differs from illness related absences.)***
5. At the discretion of the teacher, students may be required to make up missed tests or quizzes after school, at lunch, or during a study hall, if available, rather than during class. Normally, it does not benefit the student to miss another class activity to make up a test or quiz. **Make-up work may take priority over any co-curricular activity scheduled.**
6. The Perfect Attendance Award can only be given to students who are absent a half day or less (for the total school year) and all of those must be excused appointments, not personal preference to stay home

LEAVING DURING THE SCHOOL DAY

In order to maintain the security of our closed campus and the integrity of our academic program, students will not be allowed to leave during the school day. However, students who must leave school during the day due to illness or a scheduled doctor's appointment must be signed out through the office. The office should be notified by a note or telephone call before 9:00 a.m. the day of an appointment. In order to help us maintain a safe environment, **a parent or legal guardian must come to the office to sign out his/her child.** A student may only be signed out by his/her parent or legal guardian, unless the parent/legal guardian gives another parent/legal guardian permission to sign their child out from school, and this only after notifying CSCS in writing in advance. If parents are calling the office to sign their student out, this should be done ahead of time, except in cases of emergency. When a student returns after an appointment, the parent must sign the child back in at the office. Students are responsible for class work missed due to appointments. They have one day to make up the work after they return to class the following day if they have missed the whole period.

TARDINESS

It is the responsibility of parents to ensure that their child(ren) arrive(s) at school on time each day (including those transported in carpools). Tardiness to class creates a disturbance that disrupts the learning environment and is inconsiderate of others. **Students will receive three "excused first period tardies" per quarter for their first hour class.** These provide for family emergencies, traffic accidents, weather, etc. that may delay morning carpools. Each quarter, the fourth tardy for first hour will result in the student serving a detention. (Please note that there are only three grace tardy per quarter for all classes other than first hour. A detention will be served for every tardy thereafter.) Students who arrive after **7:45 a.m.** must be signed in at the office by the parent, or the parent must call or send an email to the administrative assistant (kathy.landiers@cscslions.org). A pass then will be issued for class. If there is a major traffic jam or weather-related delays, students will go directly to class. In this case, no tardy is recorded and parents do not need to sign in their student.

1. Start of School

The school day begins at 7:45 a.m. There is a 7:40 a.m. bell, which reminds students to move to their first period class. All students are expected to be seated in their classes by the **7:45 a.m.** bell. It is recommended that students arrive by at least 7:40 a.m. to have plenty of time to visit their lockers and get to class on time.

2. Passing Period

Five minutes are provided as a passing period to each class. This is considered adequate time for a student to move to his/her next class. Ten minutes are provided at break time. A student needs to be seated in the classroom after break in order not to be counted tardy. Food must be disposed of before the bell rings.

3. Discipline for Tardiness

As noted above, students will receive one "grace" tardy per quarter per class (and three for first hour). From that point on, every even numbered tardy during a quarter will result in a detention, except when excused by a teacher. Persistent problems will result in telephone contact with the parents and possible suspension.

TRUANCY

A student who is truant from school (absent without permission) whether it be for one period or eight will be subject to the following: (No credit will be given for tests, quizzes, projects, classwork, and homework missed during truancy.)

First Offense: Consequences including detentions or suspensions will be assigned at the discretion of the principal as well as a temporary loss of privileges to participate in extra-curricular activities.

Second Offense: May additionally result in suspension, parent-principal conference, and probation.

Third Offense: Appropriate consequences as listed above will be assigned and the student may be asked to withdraw from CSCS.



SNOW DAYS

When the administration cancels or delays the start of school due to inclement weather, you can check local TV or radio stations which are published each year in the fall newsletters.

CHECK THE WEBSITE FOR THE MOST ACCURATE INFORMATION! *Please note that middle school classes begin at 10:00 a.m. on delayed start days, whether it has been announced as a two-hour delay, a delayed start, or a ten o'clock start.*

If there is a weather-related delay start, your child's safety is our priority. Parents, you are the determiner of whether or not the roads are safe for you and your children. Attendance issues will be determined by the middle school administration.

When on-site school cancellations are necessary, the school may call a regular snow day (no school) or an **ONLINE INSTRUCTION DAY**. In the case of an **ONLINE INSTRUCTION DAY**, students will be required to login to their class *Moodle* sites between 9:00 a.m. and midnight to collect their instructional work. Work will be due according to due dates established by each teacher. Students without Internet access should make prior arrangements with the principal.

EMERGENCY NOTIFICATION SYSTEM

A student notification system called **APNotify** is our method to assist the school in notifying parents and students of emergencies, school closures, and important general information. This system utilizes home phones, cell phones, and e-mail. We will use your household e-mail address and the primary household phone number for general and weather related communication. In the event of an emergency, we will use every phone number and e-mail address on record to reach parents. This is the primary communication tool that will be used in the event of a building crisis, school closure, or other school-wide emergency. It is important to keep your basic information up to date. Please send any changes of address, phone, or e-mail to data@cscslions.org.

BELL SCHEDULES

Normal Schedule—CSCMS has an eight-period school day with school starting at **7:45 a.m.** and ending at **2:55 p.m.** The beginning and ending hours are the same for chapel day. Copies of the schedule by periods are provided at registration and will be posted on the website.

Delayed Start Schedule—*In the event of a delayed start, class begins at 10:00 a.m. no matter what you may hear on the radio or television.* On delayed start days, please allow enough time so that students are able to be in class by 9:55 a.m. Students should be in the building no later than **9:45 a.m.** in order to have time to get to class on delayed start days. If a delayed start day falls on a chapel day, chapel will usually be canceled.

Half Day Schedule—school starts at **7:45 a.m.** and ends at **11:45 a.m.** No lunch service will be provided.

The school building will be opened for students at **7:25 a.m.** each day. At the end of the day students must clear the buildings by 3:10 p.m. unless they are involved in a supervised activity. Parents are expected to provide transportation by 3:10 p.m.

Discipline

Taken from the same root word for disciple, discipline is established and maintained at CSCMS with the intent to “train” or “build into” the lives of students (Matthew 28:19; Proverbs 22:6). For this reason the discipline procedures used at CSCMS are progressive in nature. We desire to be fair yet firm, loving but not sentimental, and caring, not just “doing our job.” Our goal is for students to grow in self-discipline according to God’s Word so that external discipline measures become less needed. At CSCS we believe that there are five steps in discipline: realization, repentance, redemption, restitution, and restoration. All of these steps are within the context of relationship with God and each other. Realization of wrongdoing with its appropriate consequences is important since it leads to repentance to God and others. Redemption reflects how God approaches each of us in that grace is extended with a fresh start. Restitution makes good that which was destroyed either a physical item or a relationship with another person. Restoration leaves shame behind and moves forward in relationships with God and others. This process encourages changed hearts that desire to please God through actions.



In the Christian community, we sometimes expect the wonderful concepts of grace and forgiveness to eliminate human consequences. Some might even claim that external consequences are a form of vengeance that would rightfully belong only to God. It is true that consequences without forgiveness become vengeance or retribution, and it is also true that forgiveness without consequences becomes leniency and license. We seek to avoid both errors. Consequences are God’s way of changing us, and thus consequences with forgiveness become healing, purifying, and sanctifying (II Corinthians 2:5-8). In addition, grace is not a shield against consequences but the power to change behavior, to do what is right. (II Corinthians 9:8, II Corinthians 12:9, Jude 1:4, Titus 2:11-14)

At the beginning of the year, teachers will review with students the behavioral expectations of their classrooms. Parents will be able to obtain a summary of these guidelines at the Back to School Night when teachers open their classrooms to meet students and parents. This parent/student handbook constitutes the general school guidelines for all students. It is imperative that students and parents read and sign the Signature Page every year.

CLASSROOM GUIDELINES

Each teacher is responsible for the communication and daily enforcement of school standards. The teachers will talk with students about a disciplinary matter on a personal and private basis whenever possible, advising them to fulfill a specific CSCS standard. This will avoid embarrassment and tend to generate a positive response without alienating the student. When a student behavior problem becomes habitual, the teacher will telephone the parent. The teacher may refer to the student to the principal or send a Detention Notice to the parent/guardian for a signature and its prompt return. Repeat offenders will be handled by the administration. They will be susceptible to further actions as needed.

DETENTION and PRINCIPAL REFERRALS

Detentions are given by teachers and administrators for infractions of classroom or school rules. Detentions are just one of several steps in the discipline process. Detentions will be 25 minutes in length and are served on pre-arranged days before or after school, or at lunch time. Bible reading is allowed by students (a Bible will be provided by the detention teacher) but no homework or talking. At times students may be asked to work on a cleaning project around the school. Students must be on time to serve their detention, or they may be given an additional detention.

Referrals to the principal may also be given by teachers. Consequences for multiple detentions or principal referrals may include notification of parents, conference with parents, loss of athletic/co-curricular activity eligibility, loss of field trip privileges, in-house suspension, out-of-school suspension, behavioral probation, or expulsion.

SUSPENSION

Suspension from school is defined as temporarily removing a student's privilege of participating in and attending school and school activities for a specified period. In addition, the faculty is not required to give extra help or attention to suspended students. In most cases, students who are suspended from school may make up work that is missed during the suspension for full credit by turning it in on the first day back from suspension. However, in the case of a suspension for being absent from a class due to truancy of that class period, credit for missed tests, quizzes, projects, class work, and homework due will not be granted under any circumstances.

Suspension may result from repeated violations of school rules or from a single serious violation of school rules. The length of suspension is determined by the frequency or severity of the offense, and may be from a portion of one (1) to five (5) full days. Suspensions require a parent conference with the administration prior to the student being allowed to return to classes.

Only the Superintendent, or his designee, may give suspensions of longer than five (5) days. Any suspension for five (5) days or longer may result in a recommendation by the administration of whether to proceed with expulsion or not. Certain offenses may receive automatic suspension without prior attempts at remediation. Suspensions from school may place the student on behavioral probation. A student under suspension may not attend or participate in any school-sponsored activity during the time of the suspension. (See Behavioral Probation.)

Occasionally a suspension may be indefinite from the outset. That may occur when further investigation (internal or external) or an evaluation by an outside professional is required. This will allow the school to call in additional resources, including necessary authorities, if warranted. The parent will be notified if this looks like it will be the case. A conference with parents and appropriate personnel will be required before the student will be considered eligible for re-admittance.

In some cases, at the discretion of the administration, an alternate suspension arrangement may be allowed. If the student is not a threat or negative influence on other students, it may be possible to let a parent of the offending student attend classes with the student. No sports or social activities would be allowed during the suspension period. This policy is primarily used in the CSCS elementary and middle schools, but the high school administration reserves the right to use it when it is in the best interest of all the students and teaching environment.

Suspensions are recorded on a student's permanent record.

BEHAVIORAL PROBATION

A student may be placed on behavioral probation following a suspension or repeated/serious violations of school rules. The student and his/her parent must meet with one of the administrators and agree to the conditions of probation before returning to or continuing with school. Behavioral probation lasts for a minimum of 90 days, during which time, any serious or repeated breach of school rules may result in consideration for expulsion.

HABITUAL OFFENDER

Any student who demonstrates a blatant disregard and disrespect toward authority or who is a habitual offender of school rules may be subject to suspension and may be considered for expulsion. Such an individual may not be invited to return to the school for the following year.

EXPULSION

Expulsion is defined as denying a student attendance at school, access to school property, and attendance at any and all school functions for the length of the expulsion. Expulsion is the ultimate responsibility of the Disciplinary Review Committee (DRC), which consists of six voting members: three teachers (one from each level: elementary, middle, and high), and three administrators (from the non-involved campuses or the central office). The principal serving as the school representative will bring the recommendation for expulsion to the committee, and thereby not serve as a voting member of the DRC. No one on the committee may have a vested interest in the specific case under review.

Students who withdraw after being considered for expulsion are subject to the restrictions and conditions listed for expelled students.

The expulsion procedure is as follows:

- The principal will communicate with the parent(s) of the student to summarize the reason(s) for the recommendation for expulsion. At that time parents have the option of withdrawing their child or requesting a hearing by the DRC.
- The principal will set a date, time, and place for the committee to convene and inform the family of that decision.
- The student and his/her parents are asked to attend the meeting. Other individuals may attend with the approval of the committee.
- A decision regarding expulsion will be made after the committee has heard from the principal making the recommendation, the student, the student's family, and any other appropriate individuals. The decision will be made by a majority vote of the DRC. The parents will be informed of the decision by the principal.
- Parents may appeal the decision of the committee. An automatic appeal will occur when the committee decision ends in a tie vote. All appeals will be made to the superintendent or his designee for a final decision. Parents will be notified of the decision by the superintendent or his designee. Expelled students, or students who withdraw after being considered for expulsion, may not participate in or attend CSCS sponsored activities unless approved by the administration in advance.
- Families desiring to re-enroll a student who has been expelled or considered for expulsion must receive a positive recommendation from the appropriate principal and the DRC. In such cases the committee should be composed of as many of the original members as possible.
- CSCS may report the offense to any future schools requesting records for students who are expelled or withdrawn after being considered for expulsion.

OTHER GENERAL SCHOOL REGULATIONS

- Students may not ride skateboards, rollerblades, or scooters on school property. If these items must be brought to school for some reason, they must be turned into the office for safekeeping. Students who ride bikes as their means of transportation should park and lock their bikes upon arrival, using bike racks supplied.
- No objects are to be thrown or kicked in the classroom buildings, auditorium, halls, or outside. This includes objects such as rocks, snowballs, etc.
- Students are to leave backpacks in their lockers unless an exception has been granted by the administration. Cases used to carry wireless devices may be permitted when necessary.
- Public displays of affection between members of the opposite sex (hand-holding, hugging, arms around each other, or kissing) by students are not permitted at school or school-sponsored activities.
- Students are not to pass, read, or write notes in class.



Please note that the aforementioned regulations and guidelines are intended to help ensure student and staff safety and comfort, to create an optimum positive environment for learning, to promote good stewardship of property, and to create an environment that is honoring to God. There may be other guidelines established in individual classes which help maintain order and a positive learning atmosphere.

Major Infractions

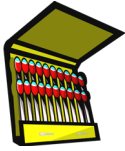
We expect students to relate to each other in an appropriate manner on or off campus. Inappropriate behavior that becomes known to CSCS may be subject to disciplinary action. The following items are serious violations of the values of this school community and cannot be permitted in any form. We intend CSCS to be a safe place for students to work and learn. Toward that end, CSCS reserves the right to inspect lockers, book bags, clothing, and electronic devices and contents therein (i.e. jpeg files, text messages, flash drives, other electronics, etc.) at any time. This also includes any time when students are not on school property but under the supervision of school personnel if they feel an inspection is warranted. Enrollment at CSCS constitutes consent by all parents/guardians and the student for such inspection.

GANG INVOLVEMENT/ACTIVITY

Any student who involves himself or herself with a gang (which may include belonging to a gang, using gang symbols, or wearing gang clothing) may be suspended from school. Prior to returning to school, the student must submit a detailed written plan of action describing how gang activity will be avoided in the future.

DANGEROUS OBJECTS / WEAPONS / FIRE

No object that can kill or cause serious bodily harm shall be brought to school or school functions. Firearms, knives, martial arts weapons, lighters, matches, and other types of weapons or facsimiles of any of the above, are strictly prohibited on school grounds and at all school activities. Any student in possession of one of these objects may be suspended and considered for expulsion. Students who trigger false fire alarms or use or tamper with fire extinguishers in any way may be subject to the same consequences in addition to restitution for costs including fire department response or extinguisher servicing. Laser pointers or any other device that could hurt a student in any way are not to be brought to school. Pepper spray or its equivalent should never be out and exposed on school grounds.



ACTUAL OR THREATS OF HARM / PHYSICAL OR VERBAL HARASSMENT

Any student who threatens or actually harms another person (student, teacher, staff member, parent) may be subject to suspension and considered for expulsion. Similar consequences will be applied to anyone harassing another person, whether it be for racial, physical, behavioral, gender, or other reasons.

Physical fighting is strictly prohibited at school, and all participants regardless of who initiated the fight may be suspended at the discretion of the principal. Students must learn to resolve conflicts long before fists start flying. Jesus himself makes clear that our task is to be peace makers (Matthew 5:9, 39). If students are not able to resolve differences, they should consult a friend or adult who will help mediate the situation. (See information on *Peer-To-Peer Behavioral Expectations* on page 11.)

For some students, slapping someone on the back or punching them in the arm is a sign of affection, not aggression. However, consequences for these actions can still result if the student receiving the punches has indicated in some manner that those actions are unwelcome. Even if both parties have identified the roughhousing as “just in fun,” if it has been prohibited by a teacher or administrator, it is not to continue.

In addition, any sexual contact or abuse between students may be subject to discipline and required reporting to the Department of Human Services. (See also *Alleged Child Abuse/Neglect* on page 33.)

DRUGS, ALCOHOL, AND TOBACCO

We make two words of *drugs* and *alcohol* only because these have different legal ramifications in our society, but they are both drugs and will be treated as such in CSCS disciplinary procedures.



Use, sale, or possession of any illegal substance at any time on or off campus may result in immediate suspension from school and the administration will make a recommendation whether to proceed with expulsion. Any student choosing to remain in the company of another person who is clearly involved in illegal drugs may also be considered to be in violation of this policy. Drug testing may be requested by the administration if use is suspected. Drug testing, if requested by the administration, will be at the sole discretion and frequency of the administration, will be administered by a CSCS approved testing agency, and will be at the expense of the parent. Refusal to comply will constitute an admission of guilt. If drug use is confirmed, the student must obtain a chemical dependency evaluation by a licensed Christian professional at the parent’s expense prior to returning to school. (Illegal drugs include prescriptions not prescribed for that student.)

If a student has been suspended for drug use, and the circumstances are such that the student is allowed to return to school, any subsequent violation involving drugs at any time during his/her enrollment at CSCS will result in an automatic recommendation for expulsion.

CSCS is a smoke free campus. The School expressly forbids students from smoking, vaping, or including but not limited to tobacco, drug or nicotine products, as well as possessing such products (or related

paraphernalia), at any time in or on School property, buses or other School vehicles, adjacent properties, or School-sponsored trips. All cigarettes (including electronic), vaping devices, nicotine devices, smokeless tobacco, lighters, matches, etc. or other similar devices brought on campus by students will be confiscated. Students should also be aware that vaping of mind-altering substances, such as marijuana, violates the School's Drug and Alcohol Policy. Discipline for any of these violations will be imposed based on the circumstances and results of the investigation existing at the time and may include the maximum suspension, probation, and/or expulsion.

BIBLICAL LIFESTYLE STATEMENT

Since Colorado Springs Christian School's biblical role is to work in conjunction with the home to mold students to be Christ-like, CSCS students should have a lifestyle that reflects the lifestyle based on biblical standards of moral conduct and support the moral principles of the school (Leviticus 18:22; Romans 1:21-27; I Corinthians 6:9-20). Furthermore, gender is immutably bestowed upon each person as male or female to reflect His image (Gen. 1:27). Biological sex means the biological condition of being male or female as determined at birth based on physical differences, or when necessary, at the chromosomal level. Moral misconduct includes, but is not necessarily limited to, participating in supporting, or condoning sexual immorality, sexual activity outside of marriage as defined by a covenant relationship between a man and a woman, homosexual activity, bisexual activity, lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, inappropriate cell phone or other electronic transmissions, and sexual abuse or improprieties as defined by Scripture and federal or state law. Notwithstanding any other board policy, student restrooms, locker rooms, and showers that are designated for one biological sex shall only be used by members of that biological sex. In any other school facilities or settings where a student may be in a state of undress in the presence of other students (that is, changing costumes during school theatrical productions and so on), school personnel shall provide separate, private areas designated for use by students according to their biological sex.

The school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student if the atmosphere of conduct within a particular home or the activities of the student are counter to or are in opposition to the biblical lifestyle the school promotes.

CONSEQUENCES OF SEXUAL IMMORALITY

The Bible has strong words warning each of us to refrain from sexual immorality (I Corinthians 6:18-20). Any student, male or female, engaged in promiscuous or immoral behavior at any time may result in immediate suspension from school and the administration may make a recommendation whether to proceed with expulsion. Other consequences deemed appropriate by the administration may be considered depending on the severity of the actions. Immoral behavior is described in the Biblical Lifestyle Statement above.

Pregnancy is a normal consequence of sexual activity, but pregnancy itself is not a sin. It is one of God's great blessings to a family. Outside of marriage, however, pregnancy indicates sexual activity without the benefit of a strong family commitment—and God calls that sexual activity sin. Because of the need to focus on more important matters than schoolwork, pregnant students will not be allowed to remain as members of the student body. CSCS will include investigations by the proper civil authorities in any allegations of rape or incest. The school administration will consider any extenuating or mitigating circumstances. Having an abortion, or encouraging someone to have an abortion, is immoral.

Even though our current culture is saturated with sexual suggestion and innuendo, CSCS cannot allow such behavior in the school community. Obscene, offensive, vulgar, crass, or pornographic materials, whether on notebooks, clothing, automobiles, on cell phones or other electronic equipment or in lockers will not be allowed. Consequences for such items will be determined by the administration, but will most often result in suspension. Verbal expressions of lewdness, often demonstrated by double meanings, will also not be allowed.

STEALING

Removing school or another person's personal materials without permission or proper checkout procedures is considered stealing. Also, to "find" something (i.e. a book, calculator, jacket, money) and not immediately return it to its owner or turn it in to the office may also be considered stealing. The consequence for stealing will be determined by the administration but may include immediate suspension with consideration of expulsion. All instances of stealing will require restitution in addition to any other consequences.

VANDALISM

A student involved in willfully or negligently damaging school property or another person's property may receive suspension, with consideration of expulsion. The student may also be responsible for paying the costs to repair the damage. School pranks, especially those involving school property, will be treated as vandalism.

CHEATING AND/OR LYING

Believers are admonished in the scriptures to maintain absolute integrity (Psalm 15:2; 25:21; II Corinthians 1:12). Students at CSCS are expected to uphold the above scriptural standards as members of the student body. The following are examples that would be considered cheating at CSCS, but are not all inclusive:

1. Use of cell phone, calculators, or other electronic devices during testing or a class period that creates even the impression of inappropriate use will result in confiscation of the phone or device along with the consequences listed below.
2. Copying the homework/classroom work or schoolwork of another student.
3. Permitting a fellow student to copy your homework, schoolwork, or classroom work.
4. Copying from another student during a test/quiz or looking at another person's paper during a test/quiz.
5. Looking at, having in your possession, or sharing with another a copy of a test/quiz that you have not yet taken.
6. Talking with other students about the content of a test/quiz after the student has taken the test/quiz and others have not.
7. Using a cheat-sheet, notes, or non-allowed electronic device while taking a test/quiz.
8. Reporting to the teacher an inaccurate score for yourself or another student.
9. Forging a required signature that is not your own.
10. Turning in work which was only partially done by the student and partially done by another.
11. Plagiarizing from any source, including the Internet, and turning that in as original work.



Original work means that no part of your writing should copy or too closely resemble the words, events, characters, or any part of a published work. Published work includes books, magazines, newspapers, other printed materials, or materials on the Internet as well as stories portrayed in audio and visual media, including but not limited to radio, CD, Internet, television, DVD, VHS, video games and the theater. You may not use unpublished writing or material from an author other than yourself. Previously published character names and titles may be used as long as the story events, characters, and words are sufficiently different so that anyone reading the material may distinguish it as a new and separate work.

On all incidents of cheating, the student may receive a zero for the paper, quiz, test, or assignment. In addition to the zero, the following will also apply:

First Offense: Telephone contact with the parents, a report to the principal, and most often a detention.

Second Offense: Parent conference with the administration which may result in suspension.

Third Offense: Suspension or recommendation for expulsion.

It is possible that in very serious situations, consequences of suspension and expulsion may occur for a first or second offense.

Alleged Child Abuse/Neglect

NOTICE TO ALL PARENTS/GUARDIANS OF CSCS STUDENTS: CSCS' legal counsel has advised that all parents/guardians should be aware of the following which are in accordance with federal, state, and local laws concerning alleged child abuse and/or neglect. If you have any questions about this, please contact the principal.

1. The El Paso County Department of Human Services (DHS) has the right to make an unscheduled visit to CSCS and require that a student who is the subject of a child abuse/neglect report be interviewed during school hours without any obligation to notify the parents/guardians of the student or seek permission from the parents/guardians to conduct the interview.

2. Any CSCS employee who has reasonable cause to know or suspect that a child has been subjected to abuse or neglect MUST immediately report or cause a report to be made of such fact to the DHS. Therefore, if a discussion between a CSCS employee and a parent/guardian concerning a student leads the employee to a conclusion that there is reasonable cause to suspect that the student has been subjected to abuse or neglect, the employee is REQUIRED BY LAW to report the parent or guardian to the DHS immediately.

Co-curricular Activities

ATHLETICS

Philosophy of Athletics—In a day when a “win at all costs” attitude permeates our society, CSCMS’ athletics program strives to be distinctly different. Our program of interscholastic athletics provides opportunities for development of Christ-like character traits, lessons in teamwork, and considering the needs of others above personal wishes, as well as spirited competition in various sports. CSCMS athletics exist to train young men and women in the Christian life and to be faithful witnesses to the claims of Christ. The athletics program is, therefore, a vehicle by which Christ can further change lives.

The following are character qualities we strive to develop in the lives of our athletes at CSCS:

1. Maturing relationship with God (II Peter 3:18)
2. Self-discipline (I Corinthians 9:24-27)
3. Respect for authority (Romans 13:1, 3-5)
4. Leadership (I Timothy 4:12)
5. Respect for others (Romans 12:16; 1 Corinthians 12:12-26)
6. Desire for excellence (Colossians 3:23)
7. Positive self-esteem (Romans 12:3)
8. Control of the tongue (James 3:1-12)
9. Enhanced school spirit



Participation in athletics at CSCS is a privilege and not an automatic right possessed by every student. Our athletic teams are to be ambassadors of Jesus Christ as well as representatives of the school. Therefore, teams are selected and maintained with this in mind.

Athletic Policy—In the past, CSCMS was able to offer every interested athlete a spot on a team. As school enrollment changes from year to year, this goal has become more and more of a challenge to maintain. It can be difficult to find the number of coaches needed for the various teams, and practice time and space have become harder to accommodate. At times, a sport may not be available due to low student interest for any given year. Those 7th and 8th grade players not making the CCAL or Christian Schools Athletic League (CSAL) will be encouraged to participate in other non-school leagues such as the league provided through the YMCA. This will also be true if we are not able to offer a sport.

Athletic Conferences—Seventh and eighth grade students participate in either the CCAL League or the Christian Schools Athletic League, while sixth graders participate in the Christian Schools Athletic League.

The CCAL League is comprised of the following schools: CSCS, Ellicott, James Irwin, Peyton, Manitou Springs, Banning-Lewis Ranch, Atlas Prep, CSCA, Monument Academy, RMCA, Thomas MacLaren, and Vanguard.

Students presently compete in cross country (boys and girls), football (boys), volleyball (girls), basketball (boys and girls), wrestling (boys), and track (boys and girls). Students in 6th, 7th, and 8th grades may be able to participate in volleyball, soccer, basketball, wrestling and track as part of the Christian Schools Athletic League depending on interest and coaching availability. Schools in the CSAL include CSCS, Corpus Christi, Evangelical Christian Academy, St. Peter, St. Paul Memorial, Divine Redeemer, and Pikes Peak Christian.

Athletic Fees—A CSCS sports fee is charged when a student participates on an athletic team (for each sport). The amount of the fee is set annually by the school administration and is used to help defray the cost of maintaining the athletic program. (Managers are exempted from paying this fee.) Students who participate in the CSAL league are charged an additional fee per sport by that league. For this fee, checks should be made out

to the CSAL league directly. This covers all admissions for family members and friends during the season. The Tri-County League charges admission for each individual at every event.

Student Responsibilities

1. **Eligibility**—Student-athletes are expected to keep their grades up while participating in a sport. The eligibility standard is for no student to have an “F” and not more than 1 “D” in a core subject. Students whose grades fall below this will be put on probationary status until the grades are improved. Exceptions may be made at the discretion of the athletic director and the principal. A student who is failing any class is automatically ineligible with a minimum of a one game suspension until the grade is improved. Periodic grade checks will be conducted to ensure eligibility.

Because athletic participation is a privilege and not a right, all athletes at CSCS are expected to maintain a level of conduct that is above reproach. The athlete who distinguishes himself/herself by frequent tardies, detentions, and/or disciplinary meetings with a teacher or administrator may be placed on probationary status. Probationary status may involve the following actions: removal from the team for a period of time, no participation in games for a period of time, daily or weekly progress reports, and/or permanent removal from the team. When a student receives a disciplinary referral to the principal, the student may be required to sit out the next athletic contest. The athletic director and principal will be involved in all matters relating to eligibility.

2. **Training Rules**—Coaches shall establish training rules for their athletic teams and clearly communicate with the team members regarding expectations. It is the responsibility of each team member to adhere to those training rules. Any athlete who breaks one or more of those rules may be dropped from the team.
3. **Uniforms**—Uniforms will be issued to all team members when possible. Athletes are responsible for the care of their uniforms and will be held accountable for any damage resulting from abuse or negligence. Lost and/or damaged uniforms will need to be replaced at the athlete’s expense. Uniforms are to be returned clean to the athletic department promptly after the season.
4. **Practice and Game Day Attendance**—Students must attend at least four periods of the school day in order to be eligible to practice. Attendance for an **entire day** of school on game days is required in order to be able to participate in that day’s contest. Exceptions will be made at the discretion of the athletic director.
5. **Students who will be absent due to school-related activities** (field trips, sports, rehearsals, homeroom representatives, etc.) must contact each teacher the day prior to the scheduled event to submit assignments due, schedule make-up tests, and obtain make-up work. Failure to make prior arrangements when leaving school early may result in a student receiving no credit. *(Please note: this requirement differs from illness related absences.)*
6. **Physical Examinations and Parental Consent**—All athletes are required to have a yearly physical exam on file and to present to the school, prior to participation in the sport, the Physician and Parent Permit for Athletic Participation with the signatures of the physician, the parent, and the athlete. These forms are valid for one calendar year.
7. **Proof of Insurance**—Athletes and their parents must read and sign the proof of insurance form indicating that the athlete is covered by an insurance policy. This form along with the physical form must be turned in at the office prior to participation in the sport.
8. **Emergency Information Form**—This form must be filled out and given to the office.
9. **Travel and Travel Attire**—CSCS provides transportation for its athletic teams to and from athletic contests whenever possible. Volunteer-approved parents may be asked to provide assistance as needed. (Alternate means of transportation may be used but must have the approval of the school administration and/or coach.)



These contests are school functions; therefore, school policies, as outlined in the student handbook and athletic guidelines, will govern conduct. In addition, coaches and the

athletic director will establish a code of dress for the teams that they believe is proper for travel to and from games/matches. If parents transport students to any school-related function, they must have liability insurance and a valid driver's license. All parent drivers must also complete the volunteer training class prior to driving any student other than their own to an athletic event. Drivers must make sure that each individual is in a separate seat belt. The driver of the vehicle may not operate a cell phone while driving. If a video is shown in the vehicle, it must be rated "G."

10. Sports Bag Shelves are provided for oversized bags with sports equipment. Students are not to access anything in those bags during the day. No books, lunches, lunch money, jackets, PE clothes, or items other than for before/after school sports are to be kept in the sports bags or on those shelves. Bags should not be left on the shelves overnight. All bags should be clearly labeled.
11. Concussions, Health Issues—If a student has a concussion or health issue and has restrictions in playing a sport, he/she will not be allowed to play on the team until a doctor's medical release note is submitted.

CLUBS

All clubs must have the approval of the middle school principal and be chaperoned by an approved adult sponsor. Clubs are to be financially self-supporting. If a parent has a particular interest in starting a club, he/she should contact the school.

ACADEMIC COMPETITION and DRAMA PRODUCTIONS

Individuals or teams may be selected throughout the year to compete in the Spelling Bee, and Math Meet. Students who participate in co-curricular activities are expected to meet eligibility requirements as described under athletics.