



CALVARY DAY SCHOOL

PARENT-STUDENT HANDBOOK

2018-2019

“So then, just as you received Christ Jesus as Lord, continue to live in Him, rooted and built up in Him, strengthened in the faith as you were taught, and overflowing with thankfulness. See to it that no one takes you captive through hollow and deceptive philosophy, which depends on human tradition and the basic principles of this world rather than on Christ. For in Christ all the fullness of the Deity lives in bodily form, and you have been given fullness in Christ, who is the head over every power and authority.” Colossians 2:6-10 (NIV)

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Calvary Day School

Parent-Student Handbook

ABOUT US: Who We Are and What We Believe

Mission Statement:

The mission of Calvary Day School is to partner with parents to equip students to think, learn, and live from a Biblical worldview by integrating God and His Word as the primary source of Truth.

Vision Statement:

Calvary Day School is committed to lead students to a deep and personal knowledge of Christ and His Word, instruct students in order to achieve the highest levels of scholarship, and encourage students to accomplish God's eternal purposes.

ACCREDITATION

Calvary Day School is accredited by the Association of Christian Schools International and AdvancED, the accrediting agency of the Southern Association of Colleges and Schools.

PRESCHOOL ACCREDITATION

The preschool program is accredited by the Association of Christian Schools International. Since we do not provide day care for our preschool students, we are not licensed by the State of N.C. We do adhere to the applicable procedures found in the licensing standards.

NON-DISCRIMINATION POLICY

Calvary is operated as an educational institution for the benefit of the families in our community. Calvary Day School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the school.

A BRIEF HISTORY OF CALVARY DAY SCHOOL

In the late 1960's, Calvary Baptist Church voted to support a preschool program that began the school known today as Calvary Day School. By 1971, a well-received four- and five-year-old program led Calvary Baptist Church to begin to add 1st through 6th grades. By 1984, 7th and 8th grades were added to the program. The high school program was established in 1997. The first class had twenty students and they were accepted to 25 colleges and universities with fourteen of the 20 students receiving academic scholarships.

In the early years, Dr. C. Mark Corts served as the chief administrator and principal for the school. In 1984, Penny Alexander was selected as the elementary principal and Cherry Bray as the part-time middle school principal. In 1987, Martha Lennon assumed responsibility as the Day School principal with supervision for the preschool through the middle school. In 1994, Thomas Keener joined the staff as the middle school principal. He became principal of the high school in 1997. John Thomasson and Brenda Lidbom joined the administrative team in the fall of 1999, providing leadership in the elementary and middle schools. Roger Wiles served as Head of School from 2008-2012. Today the vision of Dr. Corts continues under the leadership of Richard Hardee, who came to Calvary in 2014 as Head of School. Van Wade and Mary Jane Morgan serve as principals of our Upper and Lower School divisions respectively.

Calvary was accredited by the Association of Christian Schools International (ACSI) in 1988 and received joint accreditation from both ACSI and the Southern Association of Colleges and Schools (SACS) in 2005. In 2011, Calvary received dual accreditation from ACSI and AdvancED (SACS) for our entire school program, Preschool through twelfth grade. Today Calvary serves hundreds of students who attend classes and worship in the six buildings shared with Calvary Baptist Church.

STATEMENT OF FAITH

Calvary Day School states as its statement of faith that it adheres to the doctrinal position of Calvary Baptist Church of Winston-Salem, Inc. found in the Baptist Faith and Message 2000.

Calvary Day School affirms the Association of Christian Schools International (ACSI) Statement of Faith as a member school of ACSI.

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).
2. We believe there is one God, eternally existent in three persons-Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4: 15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His Resurrection (John 11:25, 1 Corinthians 15:4), His Ascension to the right hand of God (Mark 16:19), His personal return in power and glory (Acts 1:11, Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and that men are justified on the single ground of faith in the shed blood of Christ, and that only by God's grace and through faith alone are we saved (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Ephesians 2:8-10; Titus 3:5).
5. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of condemnation (John 5:28-29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 2:12-13, Galatians 3:26-28).
7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18).
8. 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 (Genesis 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 (1 Corinthians 6:18, 7:2-5; Hebrews 13:4). We believe that God's command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.
9. We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26-27).

CORE VALUES

TEACHING STUDENTS TO ATTAIN THEIR FULL POTENTIAL IN GOD

Christian education from the Word of God, subject to God's sovereign and providential purpose, brings students to their full stature in Christ. *Genesis 1:1; 26 -28; Isaiah 54:13-17; Revelation 4:11.*

TEACHING STUDENTS SELF-GOVERNMENT UNDER GOD

Christian education internalizes and applies Biblical principles for the government of home, school, and nation thereby framing the proper response of students to God. *Romans 3:23; John 3:16; John 16:13.*

TEACHING STUDENTS TO COMMIT THEMSELVES FULLY TO GOD

Christian education challenges students spiritually, morally, socially, physically, and academically to consider how they govern themselves, their habits of work and scholarship, their insight and knowledge of God's providence, and their character development in light of each student's commitment of faith in Christ. *Mark 12:30, 33.*

TEACHING STUDENTS IN PARTNERSHIP WITH PARENTS, FACULTY, AND THE LOCAL CHURCH

Christian education is a cooperative effort between parents, faculty, and the local church which develops the spiritual, environmental and intellectual culture necessary to sound learning. *Deuteronomy 6:6-7; Galatians 6:6; James 3:1*

TEACHING STUDENTS TO THINK, LEARN, AND LIVE AS EFFECTIVE CHRISTIAN PEOPLE

Christian education enlightens the understanding, corrects the temperament, forms the habits and manners, and prepares students for useful service. From a Christian worldview of presuppositions consistent with absolute Biblical truth, students learn to discern right action and thinking from which they then exercise a proper role in their families, the Body of Christ, and as citizens of the United States of America. *Romans 12:1-2; 1 Timothy 4:15.*

AT CALVARY DAY SCHOOL WE DESIRE THAT ALL OUR STUDENTS UNDERSTAND THAT ALL TRUTH IS GOD'S TRUTH.

Calvary as Ministry

Calvary Day School is a school in which God's guidance and direction are continually sought. Our school is a ministry in leading children/youth to a saving faith in Jesus Christ and development of Christian character. We promote high academic standards, encourage good study habits and strive to help our students achieve skills in creative and critical thinking. Calvary promotes honor of the body as the temple of God, and teaches good health habits and bodily fitness. We pledge to teach the Bible as God's inerrant Word and will give our students opportunities to experience a personal saving relationship with Christ as their Lord and Savior. Basic doctrines of the Christian faith will be taught and we will encourage each student to apply these principles in daily Christian living. We will help each student develop the whole personality, based on a proper understanding and acceptance of himself and on the full development of his capabilities in Christ. We will encourage the wise use of time as God's stewards. The school will foster attitudes and values needed to establish God-honoring relationships and teach the use of material things for the glory of God.

Communication Is Important

Our ministry requires that there be close communication between the home and the school. If Calvary is to be an extension of the home, there must be communication between the two concerning educational objectives, methods of achieving those objectives, obligations of each party, and the need for unity and harmony between home and school. Therefore, when parents and students do seek admission to Calvary it will be assumed that they are in complete accord with the objectives, methods, and obligations which accompany such admission. Because of the importance of harmony and open communication between the home and the school, parents are expected to bring problems or areas of confusion or misunderstanding to the attention of Calvary personnel immediately and privately.

Parental Involvement Is Key

In order to support the education process and be an encouragement to the student, parents are asked to take an active part in the Day School program. As in any activity children undertake, the interest and involvement of parents have a tremendously positive influence on their performance. Opportunities also exist for parents to involve themselves in classroom activities, chaperones for field trips, helpers during the holidays, and with other special events.

Admission Is a Privilege

It is important to understand that because attendance at Calvary is a privilege and not a right, this privilege may be forfeited by any student (or family) who does not conform to the standards and regulations of the institution. Calvary Day School is a religious institution providing an education in a distinctly Christian environment, and it believes that its biblical role is to work in conjunction with the home and to mold students to be Christ-like. On those occasions in which the atmosphere or conduct within a particular home is counter to or in opposition to the biblical lifestyle the school teaches, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student. This includes, but is not necessarily limited to, living in, condoning, or supporting sexual immorality; homosexual acts or sexual orientation; promoting such practices; or otherwise the inability to support the moral principles of the school (Leviticus 20:13a, Romans 1:27, Matthew 19:4-6).

ADMISSIONS/ENROLLMENT

PROCESS FOR ADMISSION

The process for admission to Calvary Day School is as follows:

1. Submit an application for admission with a one-time, non-refundable, Application Fee.
2. The prospective student will go through a screening process which may include standardized achievement and/or ability tests.
3. Both student and parents are interviewed by school officials.
4. Academic records, discipline records, and teacher recommendations are received from previous school(s).
5. Immunizations are verified.
6. The Admissions Committee (Head of School, principals, and appropriate personnel) considers the application, reviews testing and academic information, and makes a final decision on admission.
7. The final decision of the Admissions Committee is then communicated to the applicant by phone, email or mail.
8. Upon acceptance the curriculum fee is due.
9. Welcome to Calvary Day School!

PROCESS FOR CONTINUOUS ENROLLMENT

In order to provide our families with a system of enrollment that is seamless and paperless, we have adopted a **continuous enrollment** system where students are continually enrolled from their initial admission into the school system until they graduate from Calvary Day School.

1. If you plan to have your student continue their education at Calvary Day School, there is no action needed on your part. Tuition and fees will be posted each January and you will need to submit payment for the following year's enrollment and curriculum fee payments when they are due.
2. If you plan to withdraw your student from the following school year, notify the Admissions Office between February 1st and February 15th to avoid losing any enrollment and curriculum fees that have been paid toward the following school year.

PROCESS FOR WITHDRAWAL

It is assumed and expected that students who enroll at CALVARY will attend for the entire school year. We realize that unforeseen events may occur that will necessitate a student leaving the school during the year. In such cases, students withdrawing from CALVARY should follow these steps:

1. Notify the Office of Admission regarding withdrawal.
2. Meet with the Head of School and/or the appropriate Principal to discuss withdrawal.
3. On the last day of school a withdrawing student shall report to the school office, obtain a withdrawal form and have each classroom teacher sign the withdrawal form, turn in all textbooks to each classroom teacher, and return withdrawal form to the school office.
4. Pay all tuition and fees accrued through the date of withdrawal as well as a \$500 early withdrawal fee.
5. Parents sign a Transcript Release Form.

Note: Transcripts or records will not be forwarded to another school until all financial obligations including food service accounts have been paid. It is the policy of CALVARY to withhold report cards until an account is paid in full.

FINANCIAL INFORMATION

TUITION

Tuition is an annual fee. Tuition and fees are posted on the school website. Calvary partners with FACTS Tuition Management for financial accounting. Payments can be made annually or monthly through FACTS.

VARIABLE TUITION

Any family (current or new) of a kindergarten through twelfth grade student may apply for Variable Tuition if they are concerned about affording the full tuition rate at Calvary Day School and they think they may qualify for the program. Many factors are considered when determining the tuition amount a family is able to pay, including income, assets, unusual expenses, and the size of the family. The resources available for the family in a given year must also be considered in light of the Variable Tuition awards available at Calvary. An application for Variable Tuition does not affect the re-enrollment or admission process. Regardless of financial need, parents should initiate the re-enrollment or admission process as early as possible. Families may apply for Variable Tuition only after they have applied for re-enrollment or admission to the school. Applications are submitted directly to a third-party agency, which evaluates the application based on criteria set by the school and makes a recommendation to the school's Finance Committee. Families are then notified of the tuition level for which they qualify.

CURRICULUM FEE

This annual fee is charged to cover textbooks, instructional materials, and special activities and programs.

LUNCH FEE

- Hot lunches are available through Calvary Baptist Church Food Service. Cost for full meal: \$4.50 in Lower School; \$5.00 in Upper School.
- Lunches are funded through a pre-paid account. Parents will deposit a minimum of \$50 in each student's lunch account prior to the start of school. Lunch charges will be deducted from the account on a daily basis. When the balance on the account is low, an email will be sent to the parent with instructions on how to fund the account.
- Cash is not accepted.
- Lunch charges can be viewed through ParentsWeb under FAMILY INFORMATION, then FAMILY BILLING.
- Lunch menus can be reviewed and printed on ParentsWeb, under the STUDENT INFORMATION section.

ADDITIONAL FEES & EXPENSES

Students will, on occasion, need to pay for special supplies and expenses that are important for their educational experience. These include overnight trips in the Upper School. Information concerning these items will be made available to parents in a timely manner.

DELINQUENT ACCOUNTS

Accounts must be current in order to continue education at Calvary Day School. If all accounts (including tuition, incidentals, lunch, etc.) are not current on the last day of

the month prior to a quarter end date, your ParentsWeb access will be limited to School Information and FACTS Tuition Management information until the balance of your account is paid off. You will not have access to student specific information (lunch, grades, homework, etc.) until your account is current. For example, if the first quarter end date is October 14th, all accounts must be current by September 30th. Please contact our financial administrator at jkeegan@calvaryday.school or 336-714-5547 with questions.

FUND RAISING

All fund raising proposals must be approved by the Head of School. Every family is invited to participate in activities that support the school such as Boxtops for Education, Harris-Teeter Partners in Education, and Lowe’s Food Cart to Cash program.

The Initiative for Excellence (IFE) and the corporate sponsor program seek to raise support for Calvary through contributions from interested donors in order to meet the financial needs of the school and fund special projects.

RENWEB

Calvary uses **RenWeb** as our school communication management system. A private and secure parents’ portal called **ParentsWeb** allows parents to view information specific to their children. This information is provided while protecting the information from viewing by others. The system utilizes your personal email address for all electronic communications. The following is a list of the service that you will have access to with **RenWeb**:

- | | | |
|--|--|--|
|  Attendance |  Homework |  Family Account Balances |
|  Current Grades |  Missing Assignments |  Teacher Email Addresses |
|  Progress Reports |  School Calendar |  Teacher Websites |
|  Report Cards |  School Announcements |  Behavior |
| |  Staff and School Directory |  Lunches |

1st TIME LOG-IN

1. Go to Calvary website (www.calvaryday.school).
2. Click on the Parents Web Login button at the top of the homepage.
3. Click on Create New Parents Web Account.
4. Enter your personal email address.
5. Click Create Account.
6. RenWeb will email a password to your e-mail address.
7. Once your password is received, access RENWEB site again from (www.calvaryday.school) and select parent or student access tab and enter your email address and password.

FUTURE LOG-IN

- Repeat steps one and two.
- Enter Parent or Student Login button.
- Enter your password.
- Enjoy RenWeb.

**** It is each family’s responsibility to keep all demographic and medical information up to date in RenWeb. This is done from the “Family Demographic Form” which is found under the “Web Forms” section. School-wide communication at CALVARY is done 100% through e-mail, so it is imperative that e-mail addresses are kept current in this section.*

ATTENDANCE

Parents and guardians of students between the ages of 7-16 are legally responsible to see that their children attend school.

SCHOOL DAY SCHEDULE

	MONDAY - FRIDAY
PRESCHOOL	8:15 AM – 12:00 PM
FULL DAY KINDERGARTEN -6TH GRADE	8:15 AM – 3:00 PM
7TH-12TH GRADE	8:00 AM – 3:15 PM

Early Dismissal Times: Preschool at 11:00 AM; Lower School at noon; Upper School at 12:15 PM

ARRIVAL AND DISMISSAL

LOWER SCHOOL: Classroom building opens for Lower School students at 8:00 AM. Students attending the extended care program may enter at 7:15 AM. Those students must report directly to extended care. Lower School students arriving on campus before 7:50 AM go to extended care. Lower School students who arrive on campus between 7:50 AM and 8:00 AM report to the gym using the "B" entrance. CALVARY staff members will supervise them and walk them to class at 8:00 AM.

LATE ARRIVAL

LOWER SCHOOL: Students not in the classroom at 8:15 AM are tardy. Parents with students arriving after 8:15 AM are required to check in with the Lower School Office (D-1115) and obtain a tardy slip. The student reports to class and gives the tardy slip to the teacher.

UPPER SCHOOL: Students not in the classroom at 8:00 AM are tardy. Students not in their classrooms by 8:00 AM are required to sign in with the Upper School Office (A-1305), obtain a tardy slip, report to class and give the tardy slip to the teacher. All tardies are unexcused unless a doctor's note is provided. Multiple tardies lead to disciplinary action by the school.

DROP OFF AND PICK UP

LOWER SCHOOL: Students are dropped off and picked up in the traffic circle at the center on the building. Please pull forward to the B entrance in order to facilitate multiple cars dropping off at the same time. In the afternoon, follow the instructions of the staff. You may also park in the parking lot and walk your child in using the blue crosswalks. Pick-up in the traffic circle begins at 3:00PM. Students not picked up by 3:15 PM will report to extended care.

SEVENTH THROUGH TWELFTH GRADES: Students are to be picked up or leave campus between 3:15-3:45 PM. Students are not to remain on campus after 3:45 PM without adult supervision. Students use the lower parking lot at the west end of Building "A".

Please do not use the parking lot at the end of E Building for student drop-off and pickup.

EARLY DISMISSAL

Students that leave school before the end of the school day must be excused as follows:

LOWER SCHOOL: Student must present a note requesting early dismissal from their parents to the classroom teacher. Parent must pick up the student from the Lower School Office at the appointed time. Parent must sign out with the Lower School Office (D-1115).

UPPER SCHOOL: Student must present a note or email requesting early dismissal from their parents to the Upper School Office and obtain an "Early Dismissal" slip to be shown to the teacher from whose class they will be dismissed. Parents or their designated representative must pick-up and sign out the student at the appointed time with the Upper School Office (A-1305). Parents of student drivers may give permission in writing for students to leave on their own.

SEVERE WEATHER CLOSING

In the case of inclement weather, school cancellations will be announced through our Parent Alert system, which includes email and parental choice of text and/or voice call. In addition it will be announced on WXII TV and Fox 8 TV. Cancellation information will be posted at www.calvaryday.school.

Please note the following conditions:

- Delayed start – When Calvary announces a delay, we always announce a start time for classes. This is for ALL students, including Preschool and Lower School.
- Morning extended care is cancelled if school is delayed.
- If early dismissal is necessary due to the weather, parents will be alerted through our Parent Alert system. All afterschool activities, including extended care, will be cancelled.

HEALTH CARE AND MEDICINE

ILLNESSES

Students are expected to remain at home when they exhibit the following physical conditions:

1. Any communicable disease, until treatment or remission, including but not limited to, chicken pox, pink eye, strep throat, head lice, or ringworm
2. A temperature of 100 degrees or more. The temperature should be normal for 24 hours before returning to school.
3. Discharge of nose and eyes, cough, sore throat, nausea or vomiting, ear ache, or severe headache.

IMMUNIZATIONS

Students entering school are required to present proof of immunization. All records are checked annually to ensure that students are in compliance with the State immunization laws.

MEDICINE

Students needing medicine during the school day must adhere to the following:

- The appropriate school office must be notified in writing of any and all medications brought or consumed during the school day.
- Lower School students must secure medicine of any kind, prescription or non-prescription, and must take their medicine in the school office at the appropriate time.
- Upper School students may only bring the daily dosage of non-prescribed medications to school necessary for self-medication (Ex: over the counter aspirin, decongestant, allergy medicine)
- Upper School students taking prescription medicine must secure their medicine in the school office and must take their medicine in the school office at the appropriate time.
- Exceptions to this policy are medicines such as epi-pens and inhalers that need to be kept near the student.
- School official administering medication to students must have authorization by parent in writing to do so.
- No student may at any time sell, receive or give medication of any kind to another student.

TREE NUT AND PEANUT ALLERGIES

We have students at Calvary Day School with severe allergies to tree nuts and peanuts and nut products. If these students encounter any product containing tree nut or peanut products the consequences could be most severe. Although Calvary *cannot guarantee* a tree nut- and peanut- free environment we take measures to ensure our student safety. Our Food Services does provide a tree nut- and peanut-free hot lunch in the cafeteria. Please do *not* send in any snack for a classroom function or party that contains tree nuts or peanuts or snacks processed in facilities that manufacture or use such products. No snack or lunch that contains peanuts or tree nuts or food processed in facilities that manufacture or use such products can be consumed *in the classrooms* of D and E Buildings. (This does not include individual lunches eaten in the cafeteria.) We ask all parents to assist us in making Calvary a safe environment for all students. Calvary uses the Snack Safely approved food list to help guide teachers and parents in choosing snacks that are nut free for consumption in the classroom. Please feel free to download the approved list here: <https://snacksafely.com/safe-snack-guide>.

ABSENCES

Students are expected to be in attendance and on time throughout the school term. Excused absences include the following: illness and injury, quarantine, death in the immediate family, medical or dental appointments, emergency family demands, scheduled college visits, and other conditions that are approved by the administration. Students must provide the administration with appropriate documentation (i.e. doctor's note, request for pre-approved absence form) for an absence to be excused. *All other absences are unexcused.* Upper School students may receive a grade penalty for missed work due to an unexcused absence.

When a student misses more than 50% of a school day, the student is considered absent for the day. Students absent from school cannot participate in extracurricular activities that day. Students who accumulate 20 or more excused or unexcused absences (5 per quarter in the Upper School) in a given class will face the possibility of not receiving credit for the course.

A student is tardy when they are late to any assigned meeting. All tardies other than medical appointments (a doctor's note is required to substantiate a doctor's visit) will be counted as unexcused. When a student misses more than 50% of a class period, the student is considered absent from that class. In the Upper School, absences and tardies may result in academic and/or disciplinary penalties.

Calvary will notify parents or guardian of a student's absence after 5 consecutive days of unexcused absences. After 30 unexcused absences Calvary will notify the District Attorney of the student's chronic absenteeism. Chronic absenteeism may require that Calvary retain a student at his/her current grade level or ask the student to withdraw from school.

Students returning to school after an absence must sign in the appropriate school office with a written excuse from their parents and any applicable medical documentation.

PRE-ARRANGED EXCUSED ABSENCES

Parents may pre-arrange an excused absence for their student(s) as follows:

- Complete and return the Parent Request for Excused Absence Form at least 1 week prior to the absence (www.calvaryday.school) to school principal.
- Student(s) must be in good academic standing with a good attendance record to be excused from school.
- Student(s) must make up missed school work.
- Make-up work will not be given in advance from classroom teachers.

ABSENCE DUE TO SCHOOL/ATHLETIC EVENTS

- School work on the day of the event is due on that day either before or after the missed class.
- Students are responsible for obtaining missed assignments and turning the work in on time.
- Missed tests or exams will be scheduled either before or after school or some other time as designated by the teacher during the school day.
- Students should keep teachers notified of any pending absence.
 - Students on overnight class trips are counted as present for each day of the trip. Unless prior approval has been given by the principal, students not on the class trip during the same time who do not attend school are absent without excuse.

ACADEMIC PROGRAM

Calvary offers a college preparatory program with a solid biblical foundation. The curriculum is developed by teachers through cooperative teaming in grades K-12. We believe that instruction with Biblical integration supports and enhances our program of academic excellence. Christian education teaches substance over style, truth over relativism, knowledge and learning as opposed to information and standardized testing. Most importantly, we teach what it means to build one's life upon Jesus Christ. Christian education is more than a right-sounding slogan; it is a philosophy and a proven method of teaching that is designed to transfer Christian faith and culture to the next generation.

LITERATURE

The administration and faculty of Calvary Day School want to provide students with a solid foundation of varied literature and teach them to evaluate these writings for literary excellence as well as Biblical truth. Although Calvary Day School does not agree with the worldview of every work used or situation included in the approved selections, we do realize that there is academic value in studying a variety of literature. By allowing students to examine various aspects of our history and culture through literature in light of God's truth and under the guidance of a Christian teacher, they will have opportunity to further develop a Christian worldview.

SCIENCE

Primary emphasis in life sciences will be on physiology and functions of living things, interrelationships of all organisms, and man's place within God's scheme of creation taught from a creationist's viewpoint. The course of study will expose students to various theories related to the origin of life while teaching students to evaluate these theories for scientific truth as well as biblical truth.

STUDENT SUPPORT SERVICES

Student Support services available to Calvary students consist of spiritual counseling, family counseling, academic counseling, college counseling, personal counseling, and health care referrals as needed. These services are designed to assist Calvary in maintaining the mental, emotional, spiritual, and physical health of students. Parents may contact the guidance office to arrange for an appointment with one of our counselors.

CALVARY LEARNING RESOURCES

Calvary Learning Resources (CLR) provides services to full-time Calvary students who qualify and are struggling with particular learning differences. These services include language therapy using Orton-Gillingham-based programs and testing accommodations including extended time, small setting, read-aloud and/or use of a scribe. Referrals for the program may be initiated by a teacher, counselor, or the student's parents/guardians. Please speak with your child's guidance counselor for additional information. Parents pay an additional fee for these services.

STUDENT ASSIGNMENTS

The assignment of students to classes or teachers is the sole responsibility of the administration of Calvary. Children may not transfer from one class to another class because of preference for a particular teacher or classmate.

TEXTBOOKS

The classroom textbooks are the property of the school but are issued to the students for use during the school year. Students are responsible for their textbooks as follows:

- It is recommended that students keep textbooks covered at all times.
- Do not use adhesive covers on the textbooks.
- Lost books must be paid for by students.
- Fines will be assessed for excessive wear and tear to texts.
- All textbooks are to be turned in prior to the beginning of the final exam period (Upper School).
- Report cards, transcripts, and participation in graduation are contingent upon a student's account being clear.

HOMEWORK

Homework is assigned regularly and contributes to a student's education through individual work, responsibility, comprehension, completion of projects, and the establishment of good study habits.

Students are responsible for understanding what the homework assignment requires and the completion of the assignment when due.

Parents are responsible to provide a suitable place, set aside adequate time, provide a proper environment necessary to good learning, and ensure the completion of each assignment.

MAKE-UP WORK

Students with an excused absence may make up their school work as follows:

- Class assignments are available on RenWeb (www.calvaryday.school).
- School assignments will not be given in advance from the classroom teacher.
- The classroom teacher will set the time and place for missed tests and exams.
- Student will have 2 days for every day absent to finish their make-up school work.

TUTORIALS

Teachers will establish help sessions for students having academic difficulty at the time and place of their choosing. Upper School students on academic probation and students who fall below a "C" average in a subject may be required to attend help sessions, or seek tutoring.

STUDENT ACADEMIC PROGRESS

Student academic information is available to parents through RenWeb. If you have any concerns about your child's progress, please contact his/her teacher.

STANDARDIZED TESTING

TerraNova3, a nationally-normed standardized achievement test, is administered to second through ninth grade students in the spring. In the Upper School, the PSAT is administered in ninth, tenth and eleventh grades. In order to graduate from Calvary Day School, students must meet a minimum standard in reading and math on either the PSAT or the standardized achievement test given.

UPPER SCHOOL EXAMS

- Seventh and eighth grade students take exams in core courses each semester.
- In ninth through twelfth grade, semester and final examinations are given in core subjects and count 10% in standard courses and 20% in honors courses of the final semester grade.
- Students are expected to take an exam on the scheduled date and time for each exam.
- All ninth through twelfth grade students are required to take fall semester exams. All ninth and tenth graders take final spring exams.
- Juniors and seniors, who have an "A" average for each quarter and the first semester along with six or fewer cumulative absences, may be exempted from the final examination with teacher and administrative approval. A senior who has five or fewer absences and has a "B" average or higher for each quarter and the first semester may be exempted from the final examination with teacher and administrative approval. Teachers reserve the right not to give an exemption. All absences, except for Calvary- sponsored/organized events, will count toward the absence limit.

GRADING

Grades, progress reports, report cards, assignments, and homework can be accessed through www.calvaryday.school. Click on RenWeb.

The purposes of grading are to:

1. Provide an assessment for students and parents of the student's achievement in relationship to the curriculum.
2. Provide an opportunity for teachers to identify areas of needed improvement in order to facilitate instructional assistance.
3. Recognize excellence and achievement.
4. Provide information to principal and teachers for appropriate student placement.
5. Provide information to secondary agencies concerning student accomplishments.

GRADING SCALE-LOWER SCHOOL

KINDERGARTEN	1ST GRADE	2ND – 6TH GRADE	NON-CORE
E Excellent	E Excellent	A 90-100	E
S Satisfactory	S Satisfactory	B 80-89	S
I Improving	I Improving	C 70-79	N
N Needs Improvement	N Needs Improvement	D 60-69	U
// / Not a focus at this time	/ Not a focus at this time	F 0-59	

Music, art, physical education, computer, and Latin use the Excellent, Satisfactory, Needs Improvement, and Unsatisfactory system of grading.

The Day School uses a quarterly grading period. Report cards are available at the end of the grading period. Progress reports, if warranted, are sent midway in the reporting period.

GRADING SCALE-SEVENTH AND EIGHTH GRADES ELECTIVES

A	90-100	E	90-100	Excellent
B	80-89	S	80-89	Satisfactory
C	70-79	N	70-79	Needs Improvement
D	60-69	U	0-69	Unsatisfactory
F	0-59			

GRADING SCALE-NINTH THROUGH TWELFTH GRADES

A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

In grades 9-12, some electives are graded on a pass-fail scale and are not calculated in the GPA.

The calculation of all grade point averages and quality point averages will be based upon all graded courses in which a Calvary Day School student enrolls during his/her ninth through twelfth grade career.

1. Eligibility for extracurricular activities will be determined by the GPA/QPA only for courses taken at Calvary.
2. The senior with the highest cumulative weighted grade point average, at the end of the third quarter, and who has been enrolled and attending classes at Calvary for his/her entire junior and senior year will be named valedictorian.
3. The senior with the second highest cumulative weighted grade point average, at the end of the third quarter, and who has been enrolled and attending classes at Calvary for his/her entire junior and senior year will be named salutatorian.
4. The final grade point average/quality point average for all seniors will be calculated based on all classes taken while a student.
5. Any speech made by the Calvary valedictorian and salutatorian must be approved by the Upper School principal or his designee.

The twelve juniors who have the highest cumulative weighted grade point average at the end of the third quarter and who have been enrolled and attending classes at Calvary for their entire junior year will be honored as junior marshals. The two junior marshals with the highest cumulative weighted grade point averages will be named chief marshals. Junior marshals will serve and assist seniors, faculty and guests at the graduation ceremony.

ADVANCED PLACEMENT COURSES

- The Advanced Placement program offers students the opportunity to take college level work while enrolled in Calvary. The AP program is part of a rigorous academic curriculum.
- AP classes require superior reading, writing, and thinking skills.
- Instruction is fast paced and will not slow down for struggling students.
- AP classes have two or more hours of homework per class period.
- Some students may need outside tutoring at their own cost.
- A writing assessment may be required before admission to an AP course of study.
- Students enrolled in an AP course at Calvary are required to take the AP exam for the course in May. Students whose AP scores are cancelled due to failure to abide by the College Board's testing protocol and standards will not receive AP credit on their GPA. If this occurs, only credit for an honors class will be reflected on their final transcripts.
- Students must purchase the AP course textbook and pay the AP exam fee.
- Students must score the level of proficiency required, and meet the credit policy by the college of their choice to receive college credit.
- Priority placement in AP classes is given to those students who receive an (A) or (A or B) in honors or AP courses respectively in subject related courses.
- Parents whose students do not meet the placement requirements for an AP class may appeal to the Upper School Principal for consideration.

ON-LINE CLASS POLICY

Students may take on-line or off-campus classes that are not offered at CALVARY with the approval of the principal or designee prior to enrolling. All on-line or off campus classes must be from an accredited program.

ACADEMIC HONORS

LOWER SCHOOL ACADEMIC HONORS

Students in grades 3-6 have an opportunity to make the year-end honor roll.

"A" Honor Roll: All "A"s in core subjects

"A-B" Honor Roll: No grades lower than a "B" in core subjects

STUDENTS WITH AN "N" OR "U" IN ANY NON-CORE SUBJECT ARE NOT ELIGIBLE FOR HONOR ROLL.

SEVENTH AND EIGHTH GRADE ACADEMIC HONORS

JUNIOR BETA CLUB REQUIREMENTS

- A 90 average in each core subject with no “C’s” or below and no “U’s” for three consecutive semesters.
- Christian character, leadership, and service.
- Review and approval by faculty and administration.

NINTH THROUGH TWELFTH GRADE ACADEMIC HONORS

NATIONAL HONOR SOCIETY

Calvary Day School sponsors the C. Mark Cortis Chapter of the National Honor Society. This is the premier honor organization for our Upper School students. NHS members are inducted in the spring. The National Honor Society emphasizes scholarship, leadership, character, and service.

To be eligible for consideration for membership, a student must meet these qualifications:

- Be a currently enrolled junior or senior.
- Complete a minimum of two consecutive semesters at Calvary.
- Have a minimum quality point average of 4.20.
- Students will be notified that they are eligible for consideration.
- An invitation for consideration for NHS does not guarantee selection into the chapter.
- Students complete a Student Information Form and return it by the specified deadline.
- Students provide evidence of outstanding leadership, character, and service consistent with the mission of Calvary Day School.
- Students who are not selected during their junior year may be reconsidered the following year provided they have maintained the minimum of a 4.20 GPA.
- Students who are removed from the Society may not be reconsidered for membership.

MU ALPHA THETA

Mu Alpha Theta is a national high school and junior college mathematics club and honor society. Students in Mu Alpha Theta must be enrolled in Pre-Calculus and meet specified academic standards. Mu Alpha Theta members are inducted in the spring.

THE SOCIEDAD HONORARIA HISPANCIA

Also known as the Spanish National Honor Society, Calvary Day School sponsors the Miguel de Cervantes Chapter. The Society is a national and international academic honor society for students who excel in the study of high school Spanish and Portuguese. New SHS members are inducted in the spring.

- Students must be actively enrolled in their sixth semester of Spanish or higher, must have maintained a 93 or above average in each semester.
- Transfer students must have spent one full semester in the program to be eligible.
- Student other than graduating seniors must also show intent to continue studying Spanish by registering for advanced courses offered in Spanish.

SCIENCE NATIONAL HONOR SOCIETY

The vision of the Science National Honor Society is to encourage scientific and intellectual thought; encourage a dedication to the pursuit of scientific knowledge that benefits all people; to appreciate God’s love and concern for all living things by learning all we can about His incredible Creation. In order to be eligible for selection for Chapter 1204 of the Science National Honor Society a student must:

- Have been enrolled at Calvary for 2 consecutive semesters.
- Have been enrolled in honors or AP level science courses beyond freshman year.
- Have maintained a 90 or above average in all non-AP level science courses.
- Have maintained an 80 or above average in all AP-level science courses.
- Currently enrolled in or have completed 4 science courses.
- Have maintained student behavior in accordance with the Calvary Parent-Student Handbook.

UPPER SCHOOL ACADEMIC PROBATION

Students who fall to 1.75 (or below) GPA at the end of a semester are placed on academic probation for the following semester. Students who fail to raise their GPA to 2.0 within one semester risk being asked to withdraw from Calvary.

PARENT/STUDENT/TEACHER CONFERENCES

Conferences with school personnel are offered to families to ensure proper and thorough communication with the school. Designated parent conference days are held following the end of the first quarter. Parent conferences may be scheduled by the principal, teacher, or by parent request at any time. ***Parents are expected to talk first with the teacher before involving any administrative personnel.***

ELIGIBILITY FOR PROMOTION

Calvary weighs carefully many factors in making a decision to promote or retain. Calvary reserves the right to either retain or dismiss a student with excessive absences or tardies. Students must pass the current grade before promotion to the next grade level.

PROMOTION STANDARDS FOR GRADES K-6

Satisfactory completion of these grade levels are determined by the following:

- Teacher evaluation of the daily performance of each student.
- Student performance on standardized tests.

PROMOTION STANDARDS FOR GRADES 7-8

Satisfactory completion of these grade levels are determined by the following:

- Passing all core subjects (Social Studies, English, Science, Math and Bible).

PROMOTION STANDARDS FOR GRADES 9-12

Satisfactory completion of these grade levels are determined by the following:

- Earn a minimum of 24 credits for graduation including required courses
- 9th grade placement requires passing the 8th grade
- 10th grade placement – 6.0 credits
- 11th grade placement– 12.0 credits
- 12th grade placement– 18.0 credits

REMEDIATION FOR FAILED CLASSES

Failure to pass core subjects does not automatically result in grade retention. It does mean that each student failing core subjects will need to complete and pass a remediation course during the summer as required by Calvary.

GRADUATION REQUIREMENTS

Biblical Studies ½ credit Sophomore Year	2 ½ Credits (one course per year) ½ credit Junior Year 1 credit Senior Year	½ credit in Freshman Year
English	4 Credits (one course per year)	
Mathematics	4 Credits (one course per year)	<i>must include one course beyond Algebra II</i>
Science & Social Studies		
Option 1	4 Credits of Science	<i>Must include Biology and Chemistry plus one additional lab-based course</i>
3 Credits of Social Studies	<i>Must include US History</i>	
Option 2	3 Credits of Science	<i>Must include Biology and Chemistry plus one additional lab-based course</i>
4 Credits of Social Studies	<i>Must include US History</i>	
Foreign Language	2 Credits of Spanish	<i>3 credits recommended to bolster college admission consideration</i>
Leadership/Philosophy/Rhetoric <i>Honors level</i>	1 Credit	<i>½ Credit of Leadership 201 must be in Sophomore Year ½ Credit in Junior Year</i>
Physical Education	½ Credit	<i>To be taken in Freshman year</i>
Electives	3 Credits	
TOTAL	24 Credits	

SENIOR PRIVILEGES

1. With parental approval (a signed statement that is kept on file), seniors may sign out and go off campus for lunch.
2. Seniors with a study hall or an independent study period (provided that the Independent Study course is not being taken on campus) must sign out of their study hall and the office to go off campus for the duration of the study hall or independent study period. If the study hall/independent study period falls at the beginning of the school day or at the end of the school day, the senior may check in late or leave early (depending on the class meeting time). In any case, seniors must have a signed statement from their parents on file in the office permitting them to leave campus during study hall/independent study periods.
3. Seniors are permitted to spend their study hall or independent study period in the "Senior Lounge". The seniors using the senior lounge must keep the area clean, keep the windows closed, and not rearrange the furniture setting.
4. Seniors may use the Cougar Cafe to eat, drink and study during their study hall or independent study time.

EXTRA-CURRICULAR ACTIVITIES AND AFTER SCHOOL PROGRAMS

SERVICE PROJECTS/SCHOOL OF SERVICE

Calvary Day School seeks to involve our students in the community around us. To encourage students to minister to the needs of others, students in grades K-12 participate in service projects each year through our School of Service (SOS) program.

LOWER SCHOOL

Extra-curricular activities may include, but are not limited to, chorus, arts festivals, Robotics Club, and ACSI Student Activities such as Math Olympics, spelling bees, geography bees, writing festivals, and speech meets.

SEVENTH AND EIGHTH GRADES

Extra-curricular activities include, but are not limited to, athletic teams, math and writing competitions, speech contests, National Geography Bee, National Junior Forensic League, spelling bees, art and drama clubs, musical productions, and school sponsored service projects.

NINTH THROUGH TWELFTH GRADES

In addition to the athletic teams in the Upper School there are various clubs that students enjoy which reflect their varied interests, such as Youth and Government, chess, service, debate, arts, Spanish, ecology, and Calvary Crazyies (pep club). Students can develop clubs or organizations with the approval of the Upper School Principal.

STUDENT COUNCIL AND EXECUTIVE LEADERSHIP COUNCIL

It is our goal at Calvary Day School to provide opportunities for our students in Upper School to pursue and develop leadership, interests, and talents both in and beyond the classroom. One way is by serving on the Student Council. Class representatives for Student Council are elected from all grades. A second leadership opportunity is reserved for five seniors to serve on the Executive Leadership Council (ELC). All Student Council representatives and ELC work directly with a faculty advisor to channel ideas and suggestions and unify the student body in spirit and cooperation with the administration towards common goals. Elections are held at scheduled times during the school year.

ATHLETIC PROGRAM

Students interested in participating in extracurricular athletics are to contact the Athletic Office (A-0300) for information and an Athletic Policy Handbook which contains specific athletic policies and requirements for eligibility. Additional athletic information is available at www.calvaryday.school.

EXTENDED CARE

Calvary has a before and after school child care program for students in full-day kindergarten through sixth grade. This is a service offered to enrolled Calvary students only. Fees are per child and are billed at the end of the month. Please note the following information regarding these programs.

- No afternoon enrichment or extended care is available on early dismissal days.
- No afternoon care is available on the last day of school.
- If the school closes early due to inclement weather, there will be no afternoon enrichment or extended care that day.
- \$1.00 per minute late fee is charged after the designated closing time.
- When school is delayed, morning extended care is cancelled.
- Parents are required to pack a snack for their child to eat in the afternoon.
- Parents who use the extended care program on a full-time basis (morning and afternoon) and pay in advance will be given a 20% discount.

Extended Care Options (Kindergarten through sixth grade)

7:15-8:00 AM: \$4.00 per morning

3:00-6:00 PM: \$8:00 per afternoon

BEHAVIORAL EXPECTATIONS AND DISCIPLINE PLAN

We believe discipline is a very important part of the learning environment. It is our goal to be consistent and fair in our discipline.

Student Code of Honor: "I pledge on my honor as a Calvary Day School student to be honorable in conduct, honest in word and deed, diligent in study and service, and respectful of the rights of others."

Code of Conduct:

Students are expected to adhere to these Biblical principles:

- Respect God I Corinthians 6:19-20; Matthew 15:8-9
- Respect yourself Psalm 119; I Corinthians 6:19
- Respect others Philippians 2:3; Proverbs 18:24
- Respect property Proverbs 3:9
- Do your best Colossians 3:17
- Do what is right Philippians 4:8
- Treat others like you want to be treated I Thessalonians 5:15; Matthew 7:12

Each individual teacher has developed specific classroom rules based upon these principles.

SCHOOL DISCIPLINE PLAN

Being a student at Calvary is a privilege, and students are expected to be respectful, responsible, and cooperative.

The principles that govern our policy of moral education and discipline are summarized into four core points:

1. It is vital that there be a positive, orderly and safe environment in all school activities.
2. It is essential that the teacher or a Calvary staff member be respected and in leadership command at all times.
3. Discipline may be progressive depending on the age of the student and the severity of the offense and/or the number of offenses.
4. Discipline should work to build within students a value system and self-control based upon the Word of God.

Discipline is the process of teaching and training students in expected behaviors. Calvary Day School operates under a school-wide discipline plan. Under this plan, teachers and administrators diligently, consistently, and lovingly train students in the expected behaviors and then hold them accountable. No student has the right to behave in a manner that disrupts or interferes with the teacher's right to teach or another student's right to learn. Parents are expected to support the school's discipline plan.

Minor breaches of conduct are handled by the classroom teachers.

Serious breaches of conduct include but are not limited to the following: fighting, threats of physical harm, extortion, profanity or verbal abuse of others; dishonesty in any form: such as stealing, cheating, and plagiarism; vandalizing or destroying property; arson, immorality; unauthorized absence from school or assigned class; possession and/or use of controlled or illegal items or substances, such as weapons, look-alike weapons, drugs, alcohol, tobacco, fireworks, pornography, and gambling, on campus or at school activities. Students are not allowed to possess, record, or transmit images and messages deemed inappropriate by the school administration, which includes inappropriate pictures, images, or text which mentions or refers to Calvary Day School, Calvary personnel, and/or students of Calvary on any publicly accessible locations or social networks.

Calvary Day School is committed to providing all students with an environment that is free of sexual harassment, and strictly prohibits all forms of sexual harassment.

Calvary reserves the right to set discipline at whatever level is deemed proportionate to the offense including, but not limited to, admonition, counseling, probation, suspension, and expulsion.

Grades Seven through Twelve – Specific Policies Related to Student Conduct

In the Upper School, the following classification of behavioral issues and recommended consequences, from least serious to most serious, are offered to provide clarity concerning the school's response to violations.

Level 1 – Results in a "Caution"

1. Dress code violations
2. Tardiness to class
3. Inappropriate use of school property – including littering
4. Disruptive talking in class
5. Unauthorized use of elevators
6. Incidental misuse of electronic devices
7. Any behavior which violates behavioral expectations – acting out in class, failure to complete assigned duties (such as cafeteria clean-up) parking lot violations (reckless driving on campus will be handled as a Level 3 violation), etc.

Level 2 – Results in a "Detention"

Detentions will be served after school for a period of 30 minutes. Failure to serve a detention at the designated time will automatically result in another detention. In addition to receiving another detention, seniors will automatically lose a week of senior privileges for missing a detention. Student performs after-school class work or clean-up duties.

1. Fourth violation of any Level 1 offense – see above
2. Treating students, faculty, staff or other adults on campus with disrespect (minor)
3. The use of inappropriate language

4. Possession of tobacco products, e-cigarettes, and/or vape pipes
5. Leaving school without permission or missing chapel, study hall, lunch, pep rallies or other required school events, including failure to sign in or out properly. In addition to a detention, seniors will automatically lose a week of senior privileges for such actions.
6. Any action and/or attitude that is detrimental to the school
7. Trespassing, illegally occupying or blocking in any way school property with the intent to deprive others of its use, or unlawful assembly
8. Unexcused absences from class
9. Minor Chromebook violations
10. Incidental misuse of electronic devices

Level 3 – Results in a probable “Suspension”

In-School Suspension (ISS) – Student is removed from the classroom for the entire day and completes classroom assignments. The student will not eat in the cafeteria or attend any school function during school hours and will be automatically placed on disciplinary probation. All missed work that is due during the suspension (tests, projects, homework, etc.) must be made up. Students may not participate in after-school activities. Students may face further consequences in other clubs or activities: i.e.: Student Council, honor organizations, athletics, fine arts, homecoming court, etc.

Out-of-School Suspension – Student will not be permitted on campus or allowed to attend any school functions during the school day or after school hours. The student will also be automatically placed on disciplinary probation. All missed work that is due during the suspension (tests, projects, homework, etc.) must be made up. Students may face further consequences in other clubs or activities: i.e.: Student Council, honor organizations, athletics, fine arts, homecoming court, etc.

Seniors receiving a suspension will lose four full weeks of senior privileges.

1. Third violation of a Level 2 offense – could also be the seventh violation of a Level 1 offense.
2. Bullying: Bullying includes but is not limited to verbal and/or physical abuse of others, acts of unkindness or cruelty, including threats to other students, slander, persistent tormenting, utilizing habitually cruel or overbearing comments, utilizing racial slurs, making fun of or spreading rumors, cyber-bullying, mocking, belittling or encouraging exclusion and teasing (depending on the severity and nature of this problem, it may be handled as a Level 4 offense).
3. Fighting or threats of physical harm to others (depending on the severity of the incidents, such actions may be treated as a Class A offense).
4. Dishonesty in any form, such as intending to misrepresent the truth, withholding information about offending behavior of others, lying, stealing, cheating (working with another student on class assignments is considered “cheating” unless explicitly allowed by the teacher), major plagiarism, or the use of forged notes or excuses. These offenses will result in the student being sent home immediately.
5. The use of verbal sexual games, innuendos, or behavior including inappropriate touching or gestures toward another person at Calvary. The display of sexual items. (These may be classified as a Level 4 offense).
6. Possession of, publishing, recording or transmitting images deemed inappropriate by the school administration, including inappropriate pictures, images, or text which mentions or refers to Calvary Day School, Calvary personnel, and/or students of Calvary on any publicly accessible locations; offending posting must be immediately removed. Refusal or failure to remove the postings will result in a second Level 3 offense and probable dismissal from Calvary.
7. Unauthorized absence from school or assigned classes.
8. Driving on campus in a manner that is hazardous to yourself and/or others.
9. Vandalism to property.
10. Gambling on campus.
11. Smoking or the possession of tobacco products and/or e-cigarettes on campus, including vaping paraphernalia.
12. Severe instances of disrespect towards students, faculty, staff or other adults on campus.
13. Tampering with a teacher’s desk or personal property
14. The use of profane, vulgar, or abusive language. Extremely offensive profanity will result in the student being sent home immediately.
15. Major Chromebook violations
16. Personal or serious misuse of electronic devices

Level 4 – Results in probable “Dismissal”

A student may be permanently removed from the school for repeated rules violations, serious misconduct, or multiple suspensions. Dismissal of a student involves the consultation and agreement of the administrative team. The following list has examples of serious misconduct that may result in expulsion. This list is not intended to be all-inclusive. When appropriate, and as required by the laws of the state of North Carolina, Calvary will work with local law enforcement in handling the most severe offenses.

1. Assault and battery
2. Bomb threats
3. Possession, use, or transfer of weapons or look-alike weapons
4. Vandalism (major) to personal, Calvary, or other school’s property
5. Theft, possession, or sale of stolen property
6. Arson or attempted arson
7. Furnishing, selling, using or possessing controlled substances (alcohol, drugs, narcotics, intoxicants or poisons)
8. Furnishing and/or selling tobacco products and/or e-cigarettes on campus, including vaping paraphernalia.
9. Use or possession of illicit drugs, the use or possession of alcohol, blatant immorality, possession of weapons, and other serious violations of the law; this includes coming on campus under the influence of drugs or alcohol. This applies to any Calvary sponsored trip or activity.
10. Sexual immorality or promiscuity: Students shall remain sexually pure according to biblical standards. A student who engages in sexually impure behavior (especially if evidenced by pregnancy, except in cases of proven rape) or any homosexual or lesbian activity/behavior may be dismissed from school.
11. Any sexually oriented, non-academic item brought on campus for personal or public use may be considered as a Level 4 offense. Exposing others to pornography may be considered as a Level 4 offense
12. Any violation of Calvary Day School’s Sexual Harassment Policy
13. Hacking into school records
14. Bullying including persistent tormenting, utilizing habitually cruel or overbearing comments

15. Serious misuse of electronic devices
16. Any action by a student and/or his/her parents or guardian that seriously interferes with the school's ability to accomplish its educational and/or spiritual purposes.

The following chart summarizes the frequency of the various offenses outlined above and the expected punishment.

Offense	Level 1	Level 2	Level 3	Level 4
1 st	Caution	Detention	Suspension	Probable Dismissal
2 nd	Caution	Detention	Suspension	
3 rd	Caution	Suspension	Probable Dismissal	
4 th	Detention	Suspension		
5 th	Detention	Probable Dismissal		
6 th	Detention			
7 th	Suspension			

DISCIPLINARY PROBATION

Students may be placed on disciplinary probation whenever there is clear evidence that the student's behavior falls below the standards of Calvary. A student may be placed on disciplinary probation based on the following factors:

- Deliberate defiance and disobedience
- A rebellious spirit (negative, mocking or scorning attitude) which is unchanging after much effort by teachers
- Several detentions in a quarter
- An in-school suspension or out-of-school suspension

A student placed on disciplinary probation will have a specified time to correct poor behavior or attitude. At the end of the period, administrators will evaluate the student's recent behavior and decide to lift the probation or recommend the student withdraw from Calvary. Any serious behavior problem which occurs during disciplinary probation may result in the immediate withdrawal of the student. Students on conduct probation are generally ineligible for extracurricular and co-curricular activities, such as sports events, field trips and overnight class trips.

After one full school year, the student may reapply according to admissions policies and procedures then in effect.

STUDENT CONDUCT AT ATHLETIC EVENTS

Student conduct at athletic events should be consistent with behavior during regular school hours. Christian conduct from our fans is important to the testimony of Calvary.

1. Display respect for people and property of all participating schools
2. Derogatory remarks and gestures should never be expressed to opposing players, coaches, spectators or the officials.
3. The cheerleading squads from all schools are worthy of fans' attention and support.
4. Student dress should be modest and appropriate for the setting.
5. We encourage our students as players and spectators to be examples for the believers as outlined in 1 Timothy 4:12 "Don't let anyone look down on you because you are young, but set an example for the believers in speech, in life, in love, in faith and in purity." (NIV)
- 6.

STUDENT DRESS CODE

Within the mission of Calvary Day School is the concept of training. It is within the concept of training that our dress code has been developed. Calvary recognizes that the parent is primarily responsible for training a child and ensuring adherence to the dress code. Calvary's school culture is one of modesty and a desire not to offend others. The administration reserves the right to make decisions on items not specifically listed in Calvary policy.

The school expects parents to support the Calvary dress code and the school's enforcement of the dress code in a non-confrontational and non-defensive manner. Parents of Lower School students in violation of the dress code will be notified on the first offense. On the second offense, parents must bring a change of clothes to correct the violation. Upper School students in violation of the dress code will receive a caution and must immediately correct the dress in one of the following ways:

1. Change into dress code appropriate clothing that is in his/her possession on campus.
2. Call a parent for dress code appropriate clothing.

Students will not be allowed to cover inappropriate dress with a jacket or other type of outerwear. Students will be excluded from class with an unexcused tardy or absence until the violation is corrected. Students who are unable to support the dress code may need to consider alternative school placement.

DRESS CODE FOR Preschool THROUGH THIRD GRADE STUDENTS:

- Students may wear long pants, jeans, or shorts. Girls may wear dresses or skirts.
- No one is to wear halter tops, shirts with inappropriate logos or emblems, or tank tops.
- Enclosed footwear should be worn; sandals and slide style shoes are inappropriate for school.

DRESS CODE FOR STUDENTS IN FOURTH GRADE THROUGH SIXTH GRADE:

- Dress and hair should not be distracting to teachers and students, and modesty is expected in all clothing choices.
- All clothing should be clean and in good repair.
- Clothing and accessories must not have inappropriate or controversial messages, logos, or marketing as defined by the mission of Calvary and the administration.
- Students may wear long pants, jeans, or knee-length shorts. Girls may wear knee-length or longer skirts or dresses. (Knee-length is defined as no more than 3 inches above the knee.) Jeggings and leggings may only be worn with dresses and skirts that are knee-length or longer.
- Tears in jeans must be minimal and not above the knee-length requirement.
- Sleeveless dresses and shirts must be at least three-finger-width wide at the shoulders. No undergarments should be visible at any time. Clothing must be modest and must not reveal cleavage, backs, or midriffs. Form-fitting or sheer clothing (unless clothing underneath meets dress code) is not appropriate for school. Tank tops are considered form-fitting and are not allowed.
- Athletic pants such as nylon shorts, sweatpants, yoga pants, etc., are not appropriate for classroom attire. (Knee-length athletic shorts may be worn for Lower School Field Day).
- All students must wear footwear. Preschool through fifth grade students are to wear closed-toed and closed-heeled shoes for safety reasons.
- No body piercing jewelry is to be worn at school or school related events. Only girls may wear earrings.
- Hats and head coverings are not to be worn inside the building during school hours.

DRESS CODE FOR STUDENTS IN SEVENTH GRADE THROUGH TWELFTH GRADE

- Dress and hair should not be distracting to teachers and students, and modesty is expected in all clothing choices.
- All clothing should be clean and in good repair.
- Clothing and accessories must not have inappropriate or controversial messages, logos, or marketing as defined by the mission of Calvary and the administration.
- Students may wear long pants, jeans, or knee-length shorts. Girls may wear knee-length skirts or dresses. (Knee-length is defined as no more than 3 inches above the knee.) Jeggings and leggings may only be worn with dresses and skirts that are knee-length or longer.
- Tears in jeans must be minimal and not above the knee-length requirement.
- Sleeveless dresses and shirts must be at least three-finger-width wide at the shoulders. No undergarments should be visible at any time. Clothing must be modest and must not reveal cleavage, backs, or midriffs. Form-fitting or sheer clothing (unless clothing underneath meets dress code) is not appropriate for school. Tank tops are considered form-fitting and are not allowed.
- Athletic pants such as nylon shorts, sweatpants, yoga pants, etc., are not appropriate for classroom attire.
- All students must wear footwear.
- No body piercing jewelry is to be worn at school or school related events. Only girls may wear earrings and/or modest nose studs.
- Hats and head coverings are not to be worn inside the building during school hours.
- Students in all Upper School athletic classes will wear school-issued shorts with a CDS t-shirt.

ELECTRONIC DEVICES AND INTERNET POLICY

Cell phones, pagers, and any other electronic communication or game devices are not to interfere with academic instruction. In the Lower School, all electronic devices must be turned off and stored out of sight or with the teacher during the school day (from drop-off until parent picks up child) unless authorized by a staff member. In the Upper School, students may use phones between classes. High School students may also use phones during lunch. Cell phones and other electronic devices are not to be used during study hall for entertainment purposes. Headphones and earbuds can only be used for academic purposes during the school day with teacher's permission.

Emergency and/or necessary outside phone calls are to be made from the appropriate school office. The definitions, consequences for violation, and exceptions of this policy are as follows:

Definitions:

Electronic Communication Device (ECD) - Any electronic communication device with the capability to make and receive calls, texts, emails, tweets, posts, photos, or gain access to the Internet.

Violations include inappropriate pictures as determined by the Administration, taking pictures of a person or his/her personal items or intellectual property without permission, and/or disseminating said photos.

Incidental Misuse - Using an ECD during the school day except as permitted.

Personal Misuse - Using an ECD in personal violation of the Student Code of Conduct.

Serious Misuse - Using an ECD to violate the Student Code of Conduct to the detriment or harm of others.

COMPUTERS AND LABORATORY EQUIPMENT

Students are not permitted to use, move, or alter settings on school computers or laboratory equipment without permission of the designated teacher. The school is not

responsible for lost, stolen, or damaged personal computers.

INTERNET AND NETWORK USAGE POLICY

The use of school or personal computers during the school day is for academic purposes only and must have teacher approval. Violation of this policy will result in the loss of all computer privileges. Students with personal computers will be assisted by staff with the installation of access to the school's wireless network. Personal computers using the school's network must have student-provided and Calvary-approved anti-virus software.

The school provides a strong Internet filtering resource but cannot guarantee to block all objectionable sites and materials.

Accessing our network, whether from personal laptops brought from home or computers owned by the school, immediately places a student under the school network usage policy. All users of the network will agree to adhere to the following Code of Ethics:

I will strive to act in all situations with honesty, integrity, and respect for the rights of others and help others to behave in a similar fashion. I will make a conscious effort to be a good testimony to my fellow students, faculty members, and others I communicate with on the Internet. I agree to follow Calvary Day School's basic rules. I will strive to apply Philippians 4:8 to my electronic communication: "Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable, if anything is excellent or praiseworthy, think about such things."

HIGH SCHOOL CHROMEBOOK POLICIES AND ACCEPTABLE USE AGREEMENT (7th through 12th grades only)

Information detailing the high school 1:1 technology program is issued to Calvary students in grades 9-12 when they receive their Chromebooks. Students and parents are responsible for signing the agreement and adhering to the policies contained in it. See the school discipline plan for penalties for Chromebook violations.

THE H.E.R.O. PROGRAM

What is The H.E.R.O Program?

The acronym H.E.R.O. stands for "Honor Everyone, Respect Others" (Phil. 2:3-4). The H.E.R.O. Program adopted by Calvary Day School is designed to prevent and reduce bullying at school. Calvary has utilized the proven research-based *Olweus Bullying Prevention Program* to make our school a safer and more positive place where students can learn and grow.

The H.E.R.O. Program is designed to further the moral education of our students, to establish their personal honor and integrity before God and man, and to realize the pledge of every Calvary student "... to be honorable in conduct, honest in word and deed, dutiful in study and service and respectful of the rights of others" (Matt. 5:11).

H.E.R.O.Program Components:

The Olweus Program has several components/levels. Calvary has chosen to focus on three key levels in our H.E.R.O. Program:

- The school-level component includes the education and training of the faculty, staff, students and parents. This training/education includes establishing a definition of bullying as opposed to bad behavior or sometimes rude behavior. When a school does not have a clear definition, it is easy to label many types of bad behavior/rudeness as bullying.
- The classroom-level component is the heart of the program. Regular classroom meetings are held in Lower School to help students strengthen the sense of community and caring within the classroom. H.E.R.O. principles are incorporated into the Bible curriculum and long term goals that Calvary has for students.
- The individual-level component helps reinforce individual responsibility - on the part of school staff, students and parents. Calvary has always been committed to the safety and well-being of students in our care. The H.E.R.O. Program gives the school staff and administration a clearly outlined framework for helping students grow and develop in Christian character and caring for others.

What is bullying?

Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending himself or herself.

What are the guiding principles for students to prevent bullying?

H.E.R.O. definition based on principles from Prov. 3:27-30; Micah 6:8; Galatians 6:10

1. We will not bully others (Eph. 4:32).
2. We will help others who are bullied (Rom. 15:1-2).
3. We will include students who are left out (Rom. 15:7).
4. If we know that somebody is being bullied, we will tell an adult at school and an adult at home (Eph. 5:11-14a).

How is bullying to be reported?

Reported acts of bullying will be received and recorded from faculty and staff observations, student complaints, and parent concerns.

How will Calvary respond to reports of bullying?

Informal Response: In those cases where the offense is isolated and incidental, the situation will be dealt with by the classroom teacher, according to classroom rules.

Formal Response: In those cases where bullying reports show a pattern of misbehavior, the situation will be dealt with by the administration with all parties concerned.

What are the consequences of bullying?

The consequences of bullying will be proportionate to the offense, including, but not limited to, admonition, counseling, probation, suspension, and expulsion.

Parents are a key factor in the success of the program because they will reinforce the H.E.R.O. principles and encourage their children to be heroes in the way they treat one another. Home and school will work together to enhance and strengthen the community spirit of Calvary.

SAFETY AND SECURITY

TRANSPORTATION SAFETY

It is most important that Lower School students be instructed by their parents concerning from whom they may or may not accept a ride after school. Due to the large number of cars in the school parking lot at dismissal time and the varying car pool arrangements, it is impossible for the duty teachers to know who is responsible for picking up your child.

Students are not to ride with other students on any school-related activity (field trips, athletic events, etc.) without signed parental permission and approval from a school official. Students are not to leave campus during school hours via personal transportation without prior written permission from parents and approval from a school office.

FIELD TRIPS

- Field trips are trips designed to facilitate and expand the student's educational experiences.
- Parents willing to serve as drivers and chaperones will complete the volunteer application and any required forms, including a background check.
- The number of parents permitted on each trip is set by the school principal and is limited to that number.
- A field trip is not intended to be used as a family "outing."
- The privilege of participating in school trips is based on the following criteria:
 1. Students must maintain good behavior at school and school events.
 2. Parents must keep current on tuition and make all payments required for the trip.
 3. Parents must complete any paper work relative to the trip.

Guidelines for Overnight Trips

Calvary sponsors overnight trips for students at several grade levels. While these trips are designed to enhance the totality of a student's education, spiritually, socially, emotionally, and academically, it is a privilege, not a right, to participate in these activities. Students who have not exhibited behavior that demonstrates maturity and responsibility will not be allowed to go on overnight trips.

Class Trip Attendance

Students who attend class trips will be counted as present for each day of the trip. Any student not attending the trip is expected to attend school while the class is on the trip. Planned work will be provided, and students who do not attend school during this time will be given an unexcused absence for each day missed.

BUS AND VEHICLE SAFETY

While riding on a bus or in an automobile the following rules are to be observed:

1. Respect the authority of the driver.
2. Keep all parts of the body and other objects inside the vehicle.
3. Keep the vehicle clean.
4. Respect the vehicle as the property of another.

SAFETY PRECAUTIONS FOR DROP-OFF AND PICK-UP

1. Drop off and pick-up is not allowed on Country Club Road or Peace Haven Road.
2. Do not stop in driveways to let students out.
3. Do not park, drop off, or pick up, at the end of Building "E"
4. Do not be impatient and fail to follow the traffic flow.
5. Do not encourage students to leave the pick-up area to meet the person picking up the student.
6. Follow the directions of school staff and safety patrol.
7. ***Please refrain from using your cell phone during car pickup or drop-off.***
8. It is unsafe for students to walk between cars.
9. All students will be dismissed from the appropriate area by teachers.

PARKING

Please do not park or stop in the spaces located closest to the E-Building or in the designated handicapped spaces unless you have a visible permit.

STUDENT DRIVING

Students enrolled at Calvary who are under age 18 and wish to obtain a NC driver's license or learner's permit from the local DMV office must first obtain a DEC (Driving Eligibility Certificate) issued by the Upper School principal or designee. The school will provide the student a signed DEC within 30 days of the request for a license or permit provided the forms are available and the student meets all criteria.

The State Board of Education has passed a guideline that requires all high schools to notify the Division of Motor Vehicles if a student is expelled or suspended for ten or more days. The Division of Motor Vehicles will notify the student that his /her driving privileges will be revoked for a minimum of six months. Parents are expected to waive their student's privacy rights in order to allow the school to give the information to the Division of Motor Vehicles. The DMV also will be notified if a student withdraws from Calvary and will not be enrolling in another school.

Students who hold a valid North Carolina driver's license may drive to and from school. They must register their vehicles in the Upper School Office and secure a parking permit. Permits must be displayed in the back driver's side window of the car. Students who fail to use extreme caution while driving on the school grounds will lose their parking privileges. The following guidelines should be observed at all times:

1. It is recommended that students enter and exit campus by Country Club Road entrance.
2. All students must park in their designated parking area during the school day. Cars must be parked within the lines.
3. Reckless driving will not be tolerated. Such behavior could result in loss of campus driving privileges and further disciplinary action.
4. The pedestrian always has the right-of-way.
5. Students are not allowed to go to their cars during school hours without the school office permission.
6. Couples are not to sit together in cars in the school parking lot before, during or after school.
7. Students must have parking permit properly attached and displayed on their vehicles. Failure to adhere to this policy could result in revocation of driving privilege.
8. Students must have a separate parking permit for each vehicle they drive. Permits may only be transferred from one vehicle to another with prior approval of the Upper School office.
9. Calvary reserves the right to inspect all student vehicles without due cause.
10. Students are not to transport or ride with other students on any school-related activity (field trips, athletic events, etc.) without signed parental permission and approval from a school official.
11. Students are not to leave campus during school hours via personal transportation without prior written permission from parents and approval from a school office.

SECURITY AUTHORITY

Calvary employs security personnel and uses video surveillance to monitor the campus. Security personnel have the same authority over students as instructional staff. Students, parents and visitors are expected to cooperate with all security procedures in place.

EMERGENCY STUDENT TELEPHONE USE

In case of an emergency the student should report to the appropriate school office and the administrative assistant will assist the student in making the necessary call. The telephone located in the Upper School office is available for student use before and after school. No other telephones are to be used by students during the school day.

VISITORS

Calvary Day School operates as a closed campus. Only parents, grandparents, immediate family members, and graduates of CDS are allowed to visit students during the lunch period. All authorized visitors to Calvary are to enter the building through the "B" entrance, check in, and receive a visitor's badge. Please wear your visitor's badge at all times for the duration of the visit.

ELEVATORS

Unless accompanied by an adult, students are not permitted to use elevators during the school day or immediately before or after the school day except for physical reasons or for transporting heavy instruments, equipment, supplies etc.

GIFT DELIVERIES FOR STUDENTS

School personnel will not deliver gifts (e.g. flowers, balloons) to students during the school day.

LOCKERS

Lockers are the property of Calvary Day School and are subject to periodic inspection by school staff. It is the student's responsibility to keep lockers neat and clean.

LOST AND FOUND

- Labeled items that are found will be returned to the owner.
- Unlabeled items that are found will be placed in the lost and found.
- All unredeemed items are disposed of at the end of each month.

SPECIAL ACTIVITIES /PARTIES

Any and all special activities held on behalf of Calvary must be approved by the Principal or Head of School. For personal parties for children, we ask that you do not send invitations to school (even if every child in the class is invited to the event) to be distributed by the teacher or through the school. Since these events are not school sponsored, all arrangements and plans must be made outside the school environment.

VOLUNTEER OPPORTUNITIES

COUGAR BOOSTER CLUB

The Cougar Booster Club is a volunteer parent organization that is vital to the development of school spirit at Calvary, to the fund raising activities that assist the athletics program, and to sponsoring various athletic tournaments throughout the school year. Join the Cougar Booster Club to support the student athletes of Calvary.

PARENT VOLUNTEERS

Calvary welcomes parent volunteers to assist with school-wide events, field trips transporting students, grade level coordinators, prayer warriors, and volunteers at extra-curricular activities such as athletic competitions. There are needs for volunteers throughout the school at every grade level. Please indicate your willingness to help by completing a volunteer form at the beginning of the school year.

The Parent Association organizes most volunteer efforts school-wide. Your volunteer time is crucial to staffing the many activities and events that take place every year. We ask each family to volunteer in both classroom and school-wide events. We welcome and rely on your help!

VOLUNTEER PROCEDURES AND POLICIES:

1. The Head of School or school principal is responsible for the overall supervision of volunteers.
2. All volunteers must complete a volunteer application to be turned in to the Head of School's Office. Forms can be found at www.calvarynow.com/childsafety. Volunteers who will not be working under the direct supervision of a Calvary staff member must also undergo a background check. Please note that it can take weeks before a background check is complete.
3. Volunteers work in cooperation with an assigned teacher or other staff member.
4. Volunteers must sign in and out at the school office with which they are volunteering.
5. Volunteers must wear a nametag at all times while volunteering.
6. Any volunteer who is injured must report to the appropriate principal or Head of School.
7. Volunteers must be prompt. If you will be late, please call the school at 336-765-5546.
8. Volunteers must follow the school and classroom rules as established by the classroom teacher.
9. Volunteers may not bring other children while volunteering.
10. Driving:

PERSONAL CARS: Complete the Volunteer Driver Application Form available in the school offices or on RenWeb under forms and the volunteer application including the background check.

CHURCH VEHICLES: All driver applicants must fill out an application to drive for either church or day school at the church receptionist desk (Monday thru Friday, 8:00 am - 5:00 pm), using the current forms provided by the receptionist, located in the "E" Building on the third floor.

- *These applications cannot be sent home to be filled out.*
- *We do not accept applications forms that are not provided by the receptionist.*
- *There are several other forms that need to be signed during this time by applicants before they can be authorized to drive a church vehicle.*
- *A copy of the driver's license must also be submitted at this time.*
- *A road test may be required by the Director of Support Services.*

All completed applications will be sent to the Director of Support Services for final approval.

After all approvals are met, the church receptionist will contact the church insurance carrier to add the driver to the church insurance list.

Note: Approval process takes from 2 to 3 weeks. Any exceptions to the above procedures must be approved by the Director of Support Services.

CELL PHONE USE WHILE DRIVING

All drivers are expected to refrain from eating and/or using cell phones or other types of electronic devices (e.g. PDAs) while driving CDS students. If acceptance or placement of a call is unavoidable, drivers should pull off to the side of the road and safely stop the vehicle before using the phone. If pulling over is not an option, drivers are expected to keep the call short, use hands-free options if available, refrain from discussion of complicated or emotional issues, and keep their eyes on the road. Special care should be taken in situations in which there is traffic, inclement weather, or unfamiliar territory. Under no circumstances are drivers allowed to place themselves or others at risk by their inappropriate use of cell phones or similar devices used in fulfilling school or personal needs during school time or on school errands. Drivers who are charged with traffic violations resulting from the use of their cell phones or other electronic devices while driving will be solely responsible for all liabilities that result from such actions.

GUIDELINES FOR WORKING WITH STUDENTS

- Learn the students' names.
- Be sure the students know your name.
- Let the students have time to warm up to you.
- You can do this by talking about things they like.
- Be sure to share what you like with them.
- Listen to students.
- Respect student's privacy.
- Be a good Christian role model.
- Don't criticize others in front of the class.
- Give attention to all students.
- Be clear and concise when giving instructions to students.
- Encourage students who may be struggling, but don't give the answer.
- Don't compare one student to another student.

GUIDELINES FOR WORKING WITH STAFF

- Listen carefully to the directions given.
- Ask questions if you need assistance.
- Be task oriented.
- Please do not interrupt class unless it is absolutely necessary.
- Be prompt. If you are going to be late, please let the office know.

Calvary Day School reserves the right to revise the information contained in this Handbook or any stated policies. Any changes will be communicated to students and parents.

For assistance with:	Personnel	Title	Contact	Location
ADMISSIONS *Applying to Calvary *Re-enrollment *School Tours	Becky Wood Nickol Tompkins	Director Admin Assistant	714-5479 bwood@calvaryday.school 714-5575 ntompkins@calvaryday.school	E-1120
ATHLETICS *Tryouts *Schedules	Rich Landis	Athletic Director	714-5459 rlandis@calvaryday.school	A-0300
CAFETERIA *Lunch Account	Dawn Vaughan	Calvary Baptist Church Food Services	714-5416 dvaughan@calvarynow.com	B-0200
COUGAR CLUB *Membership *Support Athletics	Rich Landis	Athletic Director	714-5459 rlandis@calvaryday.school	A-0300
LOWER SCHOOL *Report student absence *Sign student in and out *Get message to teachers	Mary Jane Morgan Reagan Myers	Principal Admin Assistant	mmorgan@calvaryday.school 714-5409 rmyers@calvaryday.school 714-5487	D-1115 D-1115
GIFTS – DONATIONS *Donations to Calvary *Initiative for Excellence	Becky Wood	Development Coordinator	714-5526 bwood@calvaryday.school	A-2113 B
HEAD OF SCHOOL	Richard Hardee	Head of School	765-5546 rhardee@calvaryday.school	E-1121
UPPER SCHOOL *Report student absence *Get a message to a teacher or student during school day *Sign student in or out	Van Wade Debbie Floyd Jaime Cebollero	Principal Admin Assistant Assistant Principal	vwade@calvaryday.school 714-5452 dfloyd@calvaryday.school 714-5412 jcebollero@calvaryday.school 714-5432	A-1305 A-1305 A-2101
Library *Volunteer	Brenda Henderson	Media Specialist	714-5541 bhenderson@calvaryday.school	Media Center
Parent Volunteers *Organizes Parent Volunteers		Parent Association Chair	PA@calvaryday.school	
Student Services *Lower School Guidance *Upper School Guidance Counselor *Upper School College Counselor	Kathleen Glover Jennifer McGuirk Amy Willard	Lower School Guidance Counselor Upper School Guidance Counselor Upper School College Counselor	714-5489 kglover@calvaryday.school 714-5492 jemcguirk@calvaryday.school 714-5560 awillard@calvaryday.school	E-2112 A-2403 A-2405
Transcripts *Obtain or send student transcripts	Traci Hardee	Registrar/Student Services Coordinator	714-5594 thardee@calvaryday.school	A-2405
Tuition *Payments *Account Information	Joy Keegan	RenWeb Administrator	714-5547 jkeegan@calvaryday.school	A-2113

CALVARY DAY SCHOOL PARENT CONTRACT

1. We have read and understand the school's philosophy of Christian education and the Statement of Faith, and are in agreement with the purpose and philosophy of Calvary Day School.
2. We accept the challenge to "train up a child in the way he should go" (Proverbs 22:6); this training will be carried out in the home and we trust Calvary to extend that training more completely.
3. We have made a thorough investigation of the school's program, curriculum, discipline, dress code, etc. and we agree to make them our full-hearted choice for the coming school year.
4. We understand our obligation to be actively involved in the education of our children. We agree to uphold and support the high academic standards of this school by providing a place at home for study purposes and will give encouragement in the completion of homework assignments.
5. We will faithfully support the school through our prayers and a positive attitude; in keeping with Matthew 18:15, we are committed to giving a good report by sharing any complaints and negative comments only with the people involved. Unresolved issues will be taken care of by using the school's chain of command.
6. We understand the standards of Calvary do not tolerate profanity, obscenity in word or action, dishonor to the Trinity and the Word of God, disrespect to the personnel of the school or continued disobedience to the established policies of the school.
7. We believe discipline is necessary for the benefit of each student as well as for the entire school. We give permission to the teachers and administration to make and enforce school regulations in a manner consistent with Christian principles and discipline as set forth in the Scriptures. We further agree that we will cooperate and discipline our child in the home as needed.
8. We pledge, if for any reason, our child does not respond favorably to the school, we will do everything in our power to cooperate with the school to help our child make the necessary adjustments. If these adjustments cannot be made, then we agree to quietly withdraw our child.
9. We understand that assessments will be made to cover damages to the school, including breakage of windows, book damage, Chromebooks (7-12th grades), and the abuse of other personal property.
10. We will support the school by involvement in parent-teacher conferences, open houses, parent-teacher gatherings, volunteer activities, and other school-sponsored meetings and activities.
11. We give permission for our child to take part in all school activities, including sports and school-sponsored trips away from the school grounds. We understand the school does not provide student medical/accident insurance and it is our responsibility to provide our own. Parents will be notified in advance when students will leave the school grounds. We also understand that personal parent vehicles and/or church minibuses or buses, driven only by people who have been approved by school administration, will be used for transportation and hereby give permission for our child to accompany the class on these trips.
12. We understand and will fulfill our financial obligation to pay for the educational services the school provides for our child as outlined in the Student Handbook.
13. We understand that the school reserves the right to change a policy at any time without notice.

We sincerely give our pledge to the above items. We understand that failure of the parents or child to comply with the established regulations and discipline, parental commitment or failure to meet financial obligations will forfeit the student's privilege of attending Calvary Day School.

Parent Printed Name

Parent Signature/Date

STUDENT CONTRACT GRADES 7-12

1. I understand the school's philosophy of Christian education and the Statement of Faith and I am in agreement with the purpose and philosophy of Calvary Day School.
2. I will faithfully support the school through my prayers and positive attitude; in keeping with Matthew 18:15, I am committed to giving a good report by sharing any complaints and negative comments only with the people involved. Unresolved issues will be addressed with the school's administration.
3. I understand what will be expected of me concerning academics, discipline and dress code and I agree to adhere to those expectations.
4. I understand the standards of Calvary do not tolerate profanity, obscenity in word or action, dishonor to the Trinity and the Word of God, disrespect to the personnel of the school or continued disobedience to the established policies of the school.
5. I understand that assessments will be made to cover damages to the school, book damage, Chromebooks (7-12th grades), and abuse of other personal property.
6. I understand that tobacco, alcoholic beverages, vaping, illegal or unauthorized drugs, on campus or off campus, are serious violations of the standards of Calvary, and may result in severe disciplinary action including the possibility of immediate dismissal.
7. I understand that Calvary reserves the right of dismissal of any student who persistently and willfully neglects his academic work, exercises poor citizenship, reflects adversely on the Christian principles of the school or is engaged in behavior or lifestyle inconsistent with Biblical guidelines as prescribed by the Baptist Faith and Message.
8. I pledge to honor all students in word and deed.
9. I agree to adhere to the policies and procedures stated in the Parent/Student Handbook.

I sincerely give my pledge to the above items. I understand that failure to comply with the established regulations and discipline could forfeit my privilege of attending Calvary Day School.

Student Signature

Date

Print name