

Student Parent Handbook

Log Church Christian School



2026-2027

Log Church Christian School
P.O. Box 1438
209 S. 4th Street, Brewster, Washington 98812

Student-Parent Handbook

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STATEMENT OF FAITH

The Log Church Christian School exists to partner with parents in educating their children to become the next generation of Christian leaders who embrace all of Christ, for all of life, for all the world.

The basis of Log Church Christian School is the Scripture of the Old and New Testament, the infallible Word of God. On this basis we affirm the following principles for Christian education:

CREATION: That in their education children must come to learn that the world, and man's calling in it can rightly be understood only in their relation to the Triune God who by His creation, restoration, and governance directs all things to the coming of His kingdom and the glorification of His name.

SIN: That man's sin, which brought upon all mankind the curse of God, alienates him from his Creator, his neighbor, and the world; distorts his view of the true meaning and purpose of life; and misdirects human cultures.

JESUS CHRIST: That through our Savior Jesus Christ, there is renewal of our educational enterprise because He is the Redeemer of, and the Light and Way for, our human life in all its range and variety. Only through Him and the work of His Spirit are we guided in the truth and recommitted to our original calling.

MARRIAGE/SEXUALITY: That the biblical example of marriage is the God-ordained union of one man and one woman in a covenant commitment. These two distinct, complimentary genders together reflect the image and nature of God. (Genesis 1:27-28, 2:21-24, Matt. 19:4-9). We believe that the Bible condemns any form of sexual immorality - adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and the use of pornography.

SCHOOLS: That the purpose of Christian schools is to educate children for a life of obedience to their calling in this world as image-bearers of God; that this calling is to know God's Word and His creation, to love their fellow man, and to be stewards in their God-given cultural task.

PARENTS: That the primary responsibility for education rests upon parents to whom children are entrusted by God, and that Christian parents should accept this obligation in view of the covenantal relationship which God established with believers and their children.

TEACHERS: That Christian teachers, both in obedience to God and in cooperation with parents, have unique responsibility while educating the child in school.

STUDENTS: That Christian schools must take into account the variety of abilities, needs and responsibilities of young persons; that the endowments and calling of young persons as God's image-bearers and their defects and inadequacies as sinners require that such learning goals and such curricula will be selected as will best prepare them to live as obedient Christians; and that only with constant attention to such concerns will education be truly Christian.

MISSION STATEMENT

The Log Church Christian School exists to partner with parents in educating their children to become the next generation of Christian leaders who embrace all of Christ, for all of life, for all the world.

School Bible Verse

“Be strong and courageous...for the Lord your God will be with you wherever you go.” - Joshua 1:9

Non Discriminatory Statement

In His Word, God forbids us to regard anyone with partiality: “If you really fulfill the royal law according to the Scripture, “You shall love your neighbor as yourself,” you do well; but if you show partiality, you commit sin, and are convicted by the law as transgressors.” (James 2:8-9) Therefore, in obedience to the royal law of God, the Log Church Christian School does not discriminate in any regard, against any student or applicant on the basis of race, color, or national/ethnic origin in the administration of its admissions policies, educational policies, tuition assistance program, and other school-administered programs.

School Board of Directors

The Log Church Christian School is run under the authority of a Board of Directors. Below is a list of serving current officers and directors:

- ***NEW DIRECTORS will be selected in May 2026 and begin term in June 2026***

President - Suzanne Marks

Vice President - Abbie Gebbers

Secretary - Krista Wright

Treasurer - Nichole Gebbers

Director - Connie Becker

Director - Drew Becker

Director - Brenda Riggan

Ex-officio member - Pastor Gordon Wright

DAILY SCHEDULE

Class Begins: 8:00 a.m.

Late Start Mondays: 9:30 a.m. start every Monday

Early Release Fridays: 11:30 a.m. release every Friday

Snack Break/Recess:

9:20 - 9:40 a.m. 3rd-4th grades

9:40 - 10:00 a.m. PreK and Kindergarten

10:00 - 10:20 a.m. 5th-6th, 7th-12th grades

10:20 - 10:40 a.m. 1st -2nd grades

Lunch:

11:25 - 12:00 p.m. PreK and Kindergarten

12:00 -12:30 p.m. 1st - 2nd grades

11:30 - 12:00 p.m. 3rd - 4th grades

12:00 - 12:30 p.m. 5th - 12th grades

Afternoon Recess:

12:00 - 12:30 p.m. PreK and Kindergarten

12:30 - 1:00 p.m. 1st - 2nd grades

1:10- 1:30 p.m. 3rd-4th grades

1:40 - 2:00 p.m. 5th-6th, 7th-12th grades

Late Afternoon Recess

2:20-2:40 p.m. PreK and Kindergarten

Dismissal: 2:50 p.m.

Chapel: Tuesday mornings

PARENTS IN PARTICIPATION (PIP)

The Log Church Christian School is possible thanks to the Community Log Church and through the generous efforts of parents. In order to continue providing a quality education at an affordable cost, the school depends on the participation of each child's parent(s) in the Parent In Participation (PIP) program. Your time and talents are an integral part of many programs at LCCS: the auction/benefit, hot lunch program, recess, fundraisers, committees, classroom parents, maintenance projects, or field trip chaperones are all important elements to the life of our school. It is important that parents participate in the total educational experience of their children and PIP helps to provide this opportunity.

Each family is required to contribute a minimum number of hours per year to designated school projects and ongoing duties. The required hours are for the oldest (exception: Dual Enrolled) child in a family with multiple children enrolled. **Part-time Preschool/Dual Enrolled: 7 hours** **Kindergarten-12th: 15 hours**. You may opt to pay a \$10 per hour (\$100 per year) "work credit" in lieu of your time. We would much rather see you around our school encouraging little ones, copying, monitoring recesses, or helping with any of our fundraisers throughout the year than receive your "work credit" substitution. Please make sure you sign up for at least one fundraiser(s), that you would be interested in volunteering for, at our Back to School Night.

In addition to the excellent education your student(s) will receive here at LCCS, they will also experience a variety of fun activities, community events, field experiences, holiday celebrations, and guest presentations. As a private school, we depend on our families to volunteer their time, so we may provide this enrichment. There are ample opportunities for fulfilling your PIP hours each quarter. PIP hour opportunities are not limited to school hours. There are after school, evening, weekend and even at home opportunities to volunteer for the school or a teacher. Baking cookies or treats for your child's classroom, volunteering to cover a lunch or recess break for teachers, after school cleaning, and field trip chaperones are a few ways you can serve.

- Each family is required to complete the minimum hours per year by the end of the school year.
- PIP hours do not rollover to a new year.
- PIP hours may be completed by the parent/guardian, grandparent, sibling (age 16 or older), or other family member or family friend.
- It is the responsibility of families to fill out the PIP Log on the back side of the ROAR each month and return them to your child's teacher or the office.
- The "work credit" option is \$10 per hour for uncompleted PIP hours billed at the end of the school year.
- PIP hours and/or "work credit" substitution are due before June of that school year.

ADMISSION REQUIREMENTS

RETURNING STUDENTS

1. Indicate your child is returning to LCCS in Jupiter.
2. Complete the following forms online through Jupiter:
 - Annual Permission/Consent/Release Form
 - Immunization Agreement
 - Student/Parent Handbook Agreement
 - Tuition Payment Contract
3. Enrollment Fee and Materials Fee paid

NEW STUDENTS

1. School visit: meet with teacher, receive handbook, academic screening for grade placement, records release signed
2. Student online registration on Jupiter including the following forms:
 - Annual Permission/Consent/Release Form
 - Immunization Agreement
 - Student/Parent Handbook Agreement
 - Tuition Payment Contract
3. Upon approval of application, Enrollment and Materials fees need to be paid
4. Request student's academic file transferred to LCCS
5. If a student is transferring during the school year, school board approval of application is required before admittance. During the school year new students are accepted during the first semester only.

Admission Requirements for the Students

1. If a child has successfully completed the previous school year and his academic work and behavior compare favorably to the comparable grade at LCCS, the child will be placed in the grade for which he is applying. However, if there is evidence to show that the child may not be adequately prepared for the next grade level, with the parents' compliance, he may repeat the previous grade.
2. Elementary students will only be enrolled as full time students. LCCS does not provide a dual enrollment or partial day program for grades K-6.
3. The child should understand that his parents have delegated their authority to the school. Therefore, he is subject to the instruction and discipline of the teachers at LCCS.
4. Students are required to be compliant and desire to be educated at LCCS.

Admission Requirements for the Parents

1. Though not required to be Christians, the parents of students at Log Church Christian School should have a clear understanding of the biblical philosophy and purpose of LCCS. This understanding includes a willingness to have their child exposed to the clear teaching (not forced indoctrination) of the school's Statement of Faith in various ways within the school's program. This includes all biblically based coursework.
2. The parents should be willing to cooperate with all the written policies of LCCS.

DISABILITIES

Definitions

- **Severe Learning Disability:** Any condition in a potential student which would require a separate classroom, program, and staff in order to provide the educational services desired by the parents. E.g. Down's syndrome, deaf/mute, blind, etc.
- **Learning Disability:** Any condition in a potential student which does not require a separate classroom, program, and staff in order to provide the education services desired by the parents. E.g. Hyperactivity, Attention Deficit Syndrome, dyslexia, etc. For the purposes of this policy, it is not important whether or not the condition was accurately diagnosed, and is a genuinely learning disability.
- **Emotional/Behavioral Disability:** Any condition in a potential student which would require ongoing assessments, counseling, medication or trained diagnosis, or who exhibits characteristics over a long period of time and to a marked degree that adversely affect a child's educational performance, interpersonal relationships or the classroom learning environment.

Guidelines

1. Children with a severe learning disability will not be admitted to the Log Church Christian School due to the lack of adequate staff, funding, and facilities.
2. Children who have been diagnosed as having a learning disability will be required to perform and complete work at their grade level.
3. Admittance of children with emotional/behavioral disabilities will be reviewed by the school board due to the lack of adequate staff, funding, and facilities.

KINDERGARTEN READINESS

Academic Skills:

- Write first name
- Recognize numbers 0-10
- Count to 20 - also count items, understanding the concept of matching a number to a quantity of items.
- Recognize basic geometric shapes: circle, square, rectangle, triangle
- Can sort by color, size, and shape
- Can recognize and make a pattern (ababab, abbabbabb)
- Familiarity with letters of the alphabet
- Listening comprehension: ability to listen to a story and answer basic questions

Physical Development (small muscle):

Cutting skills:

Hold scissors properly

Experience cutting on straight and curved lines

Coloring/pencil skills

Hold crayon/pencil properly

Ability to trace a line

Toileting skills:

Ability to use bathroom independently

Tuck in shirt, zip/button pants, buckle/unbuckle belt

Behavior and Maturity:

- Obedient - obeys promptly, cheerfully, and responds to correction appropriately
- Reasonable attention span - 10-15 minutes
- Listens carefully
- Follows instructions, including 2 step directions (Do this, then that)
- Self control - raises hand without speaking out and waits to be called on, takes turns graciously, handles disappointments appropriately.
- Respectful, courteous

STUDENT HEALTH REQUIREMENTS

1. As required by law, all school children must be immunized (or properly exempted) in order to attend school. Immunization records and Emergency information must be on file at the school by the first day of school.
2. Standard immunization record forms may be obtained from the family doctor and a copy given to the school. If immunizations are not up to date, or records are missing, the school office will contact parents. LCCS reserves the right to drop enrollment for your child if not up-to-date or exempted.
3. Prescription and Non Prescription: Student non-prescription medications (i.e. tylenol, etc) should be provided by parents. Permission for a student or teacher to administer these in class is required. *Prescription medicines will not be dispensed* without written healthcare provider authorization. Authorization and Release Forms for Prescription Medication are available on our school website or from our office manager.

WHEN TO STAY HOME

Many students and families are frequently concerned about when a student should stay home or attend school.

The following is a guideline to help you with this decision. Please keep your child home:

1. If a student has a fever.
2. If the student has vomited or had diarrhea the student should stay home for 24 hours after the episode has resolved.
3. If the student has any rash that may be disease - related or unknown, check with your child's physician before sending to school.
4. If a student's eyes are red with watery or pus drainage, check with your family physician to rule out Pink Eye before sending to school.
5. If they aren't feeling well and are experiencing aches, sore throat, severe cough, or congestion.

Student can return to school if they have had no fever in the last 24 hours without medication and symptoms have significantly improved.

Please be prepared to keep your child home if they are sick, and also have a plan to get them from school if you are contacted by their teacher that they are ill. The teachers at LCCS are willing to send work home and accommodate absences due to illness. If your child is not well enough to play outside, then they aren't well enough to be at school.

TUITION POLICY

Tuition is due the 1st of every month. Online payment through our Jupiter system is preferred. Debit and credit cards are accepted as well as bank account electronic payments. Setting up auto payment is encouraged. Payments with cash and check can be mailed or delivered to the school. If paying with a check, make payable to Log Church Christian School (LCCS).

If tuition is not collected by the 10th of the month, a LATE FEE of \$25 per family will be posted to your account. An overdue notice will be sent out by the 10th of the month. If tuition is not paid by the 25th of the month, an additional letter will be sent home asking the student not return to school until account is brought to date.

If a payment is returned NSF, a \$25.00 NSF Fee will be added to the next school bill.

In the event that prior or present financial obligations to LCCS including materials and enrollment fees have not been paid, registration for the upcoming year will not be permitted until all financial obligations to date have been paid.

LCCS has contracted with teachers and arranged for supplies to meet the educational goals and objectives of each grade level. Therefore, early withdrawals after August 1st will need to pay 1 month's tuition. Student withdrawals after the start of school will be responsible to pay 50% of the remaining tuition due for the year, unless prior arrangement is made by the school board for emergency situations.

SCHOLARSHIP FUND

It is the desire of the Log Church Christian School that as many students as possible receive an education that is centered in the Gospel of Jesus Christ. We want to make this education affordable to everyone, but a Christian education, though exceedingly valuable, comes at a price. We know not all families are financially able to provide this for their children. For this reason, scholarships are a necessary part of the Log Church Christian School.

The Brian Sonneman Memorial Scholarship Fund was created to assist all families. This fund has been made possible by the faithful commitment of generous donors in the community. As many of you know, Brian Sonneman was instrumental in envisioning and assisting with the creation of our school. He worked toward, and faithfully prayed for the founding of this program. We honor him for his faithful contribution, and we know this memorial fund will be a blessing to many.

Applications for financial assistance through the Brian Sonneman Memorial Scholarship Fund are available at www.mytads.com.



LOG CHURCH CHRISTIAN SCHOOL

Tuition and Fees

2026-2027

ENROLLMENT FEE: \$200

Enrollment fee is non-refundable and paid with completed enrollment forms online.

TUITION

	Annual Tuition	Per month for 9 months	Per month for 12 months**
Preschool - age 4, 4 half days per week	\$1845	\$205	\$154
Preschool - age 5, 4 full days per week	\$2952	\$328	\$246
Grades K-6	\$3690	\$410	\$308
Grades 7-12	\$3951	\$439	\$329
*Additional Child Rate Preschool age 4 / age 5	\$1660 / \$2657	\$184 / \$295	\$138 / \$221
*Additional Child Rate Grades K- 6	\$3321	\$369	\$277
*Additional Child Rate Grades 7-12	\$3556	\$395	\$296

*ADDITIONAL CHILD TUITION RATE

If selected on Tuition Payment Agreement form during registration, 10% discount from annual tuition applies to every child beyond the eldest by student's grade level. Additional Child Rate may not be combined with a Tuition Assistance Award (if applied).

**12 MONTH TUITION RATE

If selected on Tuition Payment Agreement form during registration, 12 month payment plans start June 1.

MATERIALS FEES non-refundable (fee increases on June 15):

Non-refundable	Through June 15	After June 15
Preschool	\$135	\$185
Kindergarten - 4th Grades	\$330	\$380
5th - 12th Grades	\$415	\$465

TUITION PAYMENT OPTIONS

Option 1: Pay full year tuition by June 1st and volunteer PIP hours requirement will be waived for 26/27 school year.

Option 2: Pay full year tuition in advance at the start of the school year. Tuition due by August 15.

Option 3: Pay per month for 9 months (September - May). First payment due August 15. Each payment thereafter is due the 1st of the month beginning in October. Late fees apply (\$25).

Option 4: Pay per month for 12 months (1st payment June 1). Payments due the 1st of the month. Late fees apply (\$25). Payments made during summer months must be mailed to the school post office box.

Tuition Assistance available online at www.mytads.com. Visit the website to start the application.

Applications due 6/30/26.



LOG CHURCH CHRISTIAN SCHOOL
Tuition and Fees
2026-2027

ADDENDUM FOR GRADES 7 - 12

See separate page for Enrollment and Materials fees.

TUITION

Grades 7-12	Annual Tuition	Per month for 9 months	Per month for 12 months**
Standard Tuition	\$3951	\$439	\$329
Running Start (75% Discount)	\$990	\$110	\$83
Dual Enrolled (25% Discount)	\$2961	\$329	\$247
*Additional Child Rate	\$3556	\$411	\$308

***ADDITIONAL CHILD TUITION RATE**

If selected on Tuition Payment Contract form during registration, 10% discount from annual tuition applies to every child beyond the eldest by student’s grade level. Additional Child Rate may not be combined with a Tuition Assistance Award (if applied).

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If selected on Tuition Payment Agreement form during registration, 12 month payment plans start June 1.

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Tuition Assistance available online at www.mytads.com. Visit the website to start the application.

Applications due 6/30/26.

ATTENDANCE REQUIREMENTS

Attendance is foundational to student learning. Missing school means missing the opportunity for instruction and mastering material. A student enrolled at Log Church Christian School is expected to be present and on time every day school is in session. Attendance records for students are kept by the teacher and reported on the student's report card each term.

Tardiness:

A student is tardy if he/she is not in his/her classroom when class begins at 8:05 a.m. Failure to provide an acceptable excuse for late arrival will be tracked. A student arriving late must report to the office for a late arrival pass before reporting to class. A tardy may be excused due to a medical/dental appointment, extreme weather conditions, car trouble sports practice etc.

If you arrive with your student after 8:05, we ask that you escort your child to the office (if attended) or their classroom. Because drop-off time has the potential to leave students unattended, we feel that this practice will work to prevent any gaps in supervision and safety.

Three unexcused tardies in one **quarter** will cause a letter to be sent home to bring awareness to the situation. Two more unexcused tardies (5 total) **within the same quarter**, will result in a conference with parents.

Tardiness for secondary students: The same rules apply as above with the addition of making it to class on time from running start, attending classes at Brewster, or sports practices.

Excused Absence:

Excused absences include:

1. Illness
2. Medical or dental appointment that cannot be scheduled outside of school hours
3. Family emergencies
4. Bereavement
5. School sponsored activities
6. Mental health related absences

Unexcused Absences:

An unexcused absence is any absence that does not meet the requirements for excused or planned absences. Work will not be given for unexcused absences and credit can not be made up for missing assignments.

Planned Absences:

We understand the importance of family vacations and other activities that require students to miss school. We do our best to support these circumstances. We try to protect our classes from the burden of make-up work that takes away from instructional time. Teachers are not able to duplicate learning experiences for the students that are gone, and it is difficult to take class time away from other students to help students make-up missing work. Students may be required to stay after school to make up tests or certain assignments. We recommend planning absences carefully and taking into account the missed opportunity for instruction. Once a student gets behind it can be very hard to catch up. Absences that are near the end of the grading period, during tests or standardized testing are discouraged.

Parents should communicate planned absences to their child's teacher 5 days prior if possible. This allows the teacher time to create a plan for missed work and communicate it to the parents and student.

Excessive Absences:

In order to receive credit for classwork, in addition to other requirements, a student may not exceed 10 days of absence in any quarter. This includes all reasons for absence, both excused, unexcused or planned, except for school sponsored activities or illness longer than 5 days that have a doctor's note. Administration will take special circumstances under advisement.

Missed School Work Guidelines

Requesting work: Requesting a student's absent work is the parent's responsibility.

Classwork: If a student has an excused absence they will be given two times (2x) the number of days they were absent to make up their work. All missed work, including tests, will be due at the end of that time frame. (i.e. absent 2 days = 4 school days to make up work. All work is due at the end of those 4 days.)

Tests: If a student is absent only on a test day, they will be required to take the test on the day they return. If they missed review days or an assignment that was important for understanding the material on the test, grace will be given for the test until work is finished.

Schoolwork missed for unexcused absences will not be collected or given credit.

HOMWORK PHILOSOPHY

Students will be assigned homework and, on occasion, other projects. Parents are urged to be involved in these assignments without actually doing the assigned work. We try to limit the amount of homework given so as not to interfere with family activities. Expect about 30 minutes a night for grades 1-3 and about 45 minutes per night for grades 4-6. If your child's homework load drastically exceeds these estimates, please talk with your child's teacher to explore options.

The necessity and time it takes for homework will vary in upper level grades.

If work is not completed in class, it will be sent home as homework.

Homework is given for several purposes:

1. **Drill** - Most students require consistent drilling to master material essential to their educational development.
2. **Practice** - Following classroom explanations, illustrations, and drill on new work, it is given so that the material will be mastered.
3. **Remedial Activity** - Homework can be given to help students strengthen their weak areas.
4. **Special Projects** - Book reports, compositions, research papers, and projects allow students the opportunity to apply the material learned and develop research skills.
5. **Reading** - Every grade level will require students to read at home. This is a skill that is foundational to overall success.

Parents should be consistent in seeing that all homework is completed properly and turned in when it is due. The responsibility of homework is an important part of your child's academic success. Each classroom will enforce and reward completed homework.

CLASSROOM RULES

1. Obey right away, all the way, and with a good attitude everyday.
2. Listen when others speak.
3. Raise your hand to speak.
4. Speak kindly
5. Keep your area clean.
6. Show respect to all people and property.
7. Always work diligently

DISCIPLINE PROCEDURES

If we are to maintain the proper discipline at Log Church Christian School, then the discipline we use must be based on Scripture. Christian love is at the heart of all discipline and the responsibility and authority to discipline comes from God.

The purpose of the discipline policies is:

1. To assist students in developing a lifestyle that is pleasing to the Lord.
2. To apply Biblical principles in handling daily problems.
3. To provide a consistent pattern of expectations to which students can respond positively.
4. To encourage in students a positive response to authority systems so that they will be better prepared to yield their will to God's will.
5. To protect and build respect for the personal right of fellow students and adults, including the right to learn.
6. To protect and build respect for the personal property of persons and organizations.
7. To encourage students to accept responsibility for their words and their actions.
8. To establish standards that would support the Biblical instruction that is provided in the Christian home of which LCCS is an extension.
9. To encourage honesty in all matters.
10. To avoid behavior that may tempt a weaker brother.
11. To protect the integrity of the individual by keeping all disciplinary actions as private as possible.

At the Log Church Christian School, we believe what the Bible tells us about obedience and humility. It starts with love. Jesus said in John 14:15: "If you love me, keep my commandments." (NLT). Obedience comes from knowing that God loves you and you love Him in return. Obedience is not about fearing God. To God a relationship of love starts with obedience. And out of love comes trust. If you trust what God is saying to you, and you believe that He loves you, then that will lead to action. In Jesus' humility, He was always obedient to the Father and so should the humble Christian be willing to put aside all selfishness and submit in obedience to God and His Word. "The humble will see their God at work and be glad. Let all who seek God's help be encouraged." Psalm 69:32 (NLT)

General Procedure:

The three-tiered level of discipline adopted by the administration has the dual purpose of helping students to develop a personal standard of conduct and to ensure that the school's mission and activities are not hindered. While the primary goal of all discipline is to bring the student to a place of restoration, the secondary purpose must be to provide means of keeping the community wholesome and productive. The three tiers of offenses are each accompanied by consequences which correspond to the degree of the offense.

It must be understood by students, parents/guardians, and teachers that it is impossible to codify every possible behavior that would be an offense to the mission, but it is possible to draw principles from the three levels of discipline that are applicable to all situations. In areas not specifically addressed by the student handbook, judgment will rest upon the administration.

LEVEL I

This level of offenses includes areas usually addressed by the teacher in the classroom or by monitors in all school functions. It is the lowest degree of violations.

Offenses: Excessive noise or running in the halls; gum chewing in the buildings; class disruptions of a minor nature; disobeying playground rules; use of radios, CD players, phones, ipads, iphones, electronic games, or other toys that could be broken, tardy to class; public display of affection of a minor nature; dress code violations; horse play that results in unintentional harm to another student; and other minor offenses.

Consequences: Assignment given by teacher, detention, written and/or oral apologies, tallies which add up to a more serious consequence, missed recesses, loss of privilege, a note sent home that must be signed and returned back to the teacher the next day, or any combination of consequences as warranted.

LEVEL II

This level of offense goes beyond Level I in regards to severity or repetition of some offense. It is at this level that the school board becomes involved and records begin to be kept in the school office. Teachers may report Level II offenses to the school board for discipline.

Offenses: Repeated Level I offense, classroom disruption of more than a minor nature, disrespect of staff or teacher, harassment or bullying of another student (including racism), ongoing negative and/or uncooperative attitude, profanity of any kind, misuse or abuse of school property (restitution is required), deceit in any form toward staff (1st offense), slander or gossip, physical altercation of any kind to either student or staff, not being where student is supposed to be, accumulation of five or more detention hours, or first time cheating incidents.

Consequences: In-school suspension(s), detentions, written and/or oral apologies, non-academic, written assignments, loss of a privilege. A phone call and/or a letter will be sent home for every Level II offense committed and a combination of consequences may be warranted. Teachers may use discretion or have the authority to immediately notify parents or guardians for removal of a student for the remainder of the day pending more disciplinary action.

LEVEL III

This level of offense is severe enough to warrant probation of the student, immediate suspension and possible expulsion. Level III offenses are judged most severe either because of an ongoing pattern or attitude or because of the nature of the offense. Teachers must report Level III offenses immediately to the school board. Actions of immediate danger would warrant prompt notification.

Offenses: Repeated Level II offense, severe and blatant disrespect, including insubordination, use of profanity that is severe in nature (or repeated), repeated cheating, stealing or forgery, repeated deceit of any kind, skipping classes or truancy, vandalism, any use of alcohol, tobacco, or drugs (on or off school grounds), fighting, physical altercation of any kind, any possession of weapons, sexual immorality, any criminal offense not including traffic violations, and threatening remarks made to others.

Consequences: Meeting required between parent/guardian and teacher board, student immediately placed on probation (if allowed to stay at school), out of school suspension, multiple in-school suspension days, written and/or oral apologies, require professional counseling, permanent removal from a class with a failing grade (if behavior took place in classroom) or any combination of consequences may be warranted.

Any Level III offense may result in immediate expulsion, even without a previous record. Log Church Christian School reserves the right to withdraw a student for any reason it determines is not in the best interest of the student or the school community. Unlawful act or threat of bodily harm will be reported to authorities.

SUSPENSION

The school board for up to three days issues suspensions as a consequence for misconduct, which is either flagrant or repeated. All out of school suspensions result in an unexcused absence for the day(s) missed. Two types of suspensions are issued:

- In-School Suspension - this is the most commonly assigned suspension and is served at school. The student is removed from class for the entire day and assigned work by the teacher.
- Home Suspension - the student is detained and supervised at home by a parent/guardian with loss of privileges.

COURTESY AND RESPECT

Students at LCCS should be respectful and courteous at all times to those with whom they come in contact.

Each student will be expected to cooperate with his teachers, the administration, and other members of the school staff and cheerfully observe all regulations set by the school. It is important for every student to demonstrate by attitude, words, and deeds, the greatest respect for God and His Word (Romans 15:2, Luke 14:11, Hebrews 13:7, 17 and Hebrews 5:8, 9).

SPECIFIC STANDARDS

1. A progressive discipline model will be used based on John 14:15.
2. Anecdotal records will be kept of disciplinary actions. These will be on file in the school office.
3. A disciplinary report or phone call given to parents/guardians whenever there is a misbehavior requiring action.
4. The student will be allowed to present his/her side of the story before action is taken.
5. Discipline will be appropriate for the misbehavior.
6. Students will not be placed out from under supervision.

CONDUCT PROBATION

Under certain circumstances, a student in grades K-12 may be placed on conduct probation. Probation gives the student an opportunity to display true repentance for offenses. If he/she does not improve to a satisfactory level during the time specified, the student might be expelled or asked to withdraw.

1. Reasons for probation
 - Continued deliberate disobedience
 - Rebellious spirit which is unchanged following counsel
 - Continued negative attitude and a bad influence on other students
 - Insufficient academic progress (academic probation)
 - Serious breach of moral conduct inside or outside the school which has an adverse effect upon the testimony of the school

2. Length of Probation

- One quarter or one school semester, assigned by the school board.
- The probationary student may not be permitted to engage in, or be a part of, the ongoing extracurricular activities of the school for a period of time to be determined by the administration.
- The probationary student is not denied the privilege of attending classes, but they may be denied participation in school social functions and cannot assume any leadership or other participatory role planning or completion of programs while on probation.
- The probationary student will be responsible for his behavior on a daily basis. He will be subject to frequent evaluations and corrective criteria.

CHEATING POLICY

Academic Honesty

Academic honesty is honesty applied to the classroom. Not only is honesty important for character, it is necessary for helping students to learn and grow. Teachers strive for authentic assessments to help students build skills and knowledge. Cheating undercuts character and hinders the teacher's understanding of student progress.

Cheating Defined

~Any form of presenting work that was not done by you as your own. (Unless proper credit is given to the source.)

~Failing to give credit where sources were used to present information.

~Utilizing unauthorized materials:

Tests or homework from previous years.

AI programs such as Chat GPT.

Copied answers from other students, unless it's group work.

As a school we respect the fact that parents take time to assist their children with homework. You like to see them do their best as do we. We do however ask that families not purchase or utilize teacher answer keys or online sources that provide Abeka quiz and test questions and answers. We want to be sure that when we assess student learning we have the opportunity to see their original work. It helps us to assess student learning and to differentiate our instruction for continued progress.

Plagiarism

Most cheating is a type of plagiarism. Plagiarism is defined as any form of presenting work as your own that was not yours and without giving credit to its source. Plagiarism can almost always be avoided by simply giving credit to the source where the information was obtained.

Course of Action

The first offense of academic dishonesty may be a warning, depending on the severity. Any offense that happens after a warning will be considered a repeat offense, and the following action will be taken.

1. Confer with student one on one about the possible cheating.
2. Determine whether cheating has occurred and the type and severity of cheating. (Homework, test, report, number of offense, copying, unauthorized material, plagiarism etc.)
3. If cheating has occurred, mark assignment as zero.
4. Inform school board / administration.
5. Inform and confer with parents.
6. Depending on the level of offense, notify the school board.
7. If school board involvement is necessary, a conference with the board, student and parents, will take place to determine consequences and probation as well as the possible loss of participation in school activities such as sports.
8. Third offense may result in expulsion.

BASIC SCHOOL RULES

LUNCH REQUIREMENTS

A sack lunch will need to be provided from home each day. Due to the limited amount of microwaves and growing number of students, we ask you to limit the amount of time a heated lunch is provided.

LUNCH IS NOT PROVIDED by school, except on designated Hot Lunch days once a month.

Parents are encouraged to join students for lunch at any time. Parent volunteers during each classroom's lunch hour is also encouraged. Please talk with your child's teacher to sign up.

- Each class has a morning snack break to which the parents are responsible for providing their child with a snack. Kindergarten - 2nd grade *requires* parents to provide snack while 3rd and above it is encouraged.

CONFLICT

If for whatever reason a situation would arise in which you are concerned about your child's education and well being, please speak with your child's teacher. Each teacher is responsible for what occurs in their own classroom. Following the school discipline policy, the School Board of Directors may be contacted and conferenced with to handle such conflict.

EMERGENCIES/ILLNESS

If your child becomes ill or injured at school, you will be notified and a first aid kit will be provided. The teacher will call the parents whenever a student has a fever, is vomiting, has significant pain, repeatedly complains, or anything else that is out of the ordinary. If the parents are unable to be reached, the person listed under Emergency Contact will be called.

EMERGENCY DRILLS & PROTOCOL

Emergency Drills will be held quarterly. See your child's teacher for individual classroom evacuation routes from class. In extreme cases of unforeseen danger leading to immediate evacuation, our school will gather at a safe location. Location will be communicated with parents as soon as it is safe to pick up students.

BIRTHDAYS/CELEBRATIONS

Holidays and special events may be celebrated in the classrooms. There will be sign ups with each classroom to help bring items for our celebrations. A letter will be sent home announcing such celebrations.

Birthdays are especially important to children. We welcome and encourage treats to celebrate. Please inform your child's teacher if you will be bringing treats in advance and when the best time to enjoy them will be.

To prevent hurt feelings of students, all birthday invitations are to be handed out outside of school unless the entire class is invited.

ELECTRONIC USE

Cell phones can be disruptive to the learning environment and have potential for dishonest use. Students are only permitted to use cell phones before or after school hours or during the lunch hour for the purpose of contacting parents only. If it is an emergency that you contact your child, please contact the teacher first. Any and all messages can be relayed from the teacher to the student. Cell phones must be kept silenced in a backpack or purse. If a cell phone is seen or heard in the classroom, it will be confiscated and returned at the end of the day.

Students are not to have iPods, disc players, radios, headphones or any other electronic entertainment devices during school hours, including recess. These items will be confiscated if seen or heard during these hours. Items will be returned at the end of the day.

SCHOOL DISMISSAL

Class is dismissed daily at 2:50 p.m., unless it is an Early Release day in which students are let out at 11:30 a.m. ***Parents are asked to promptly pick up their children at dismissal time out of respect for the teachers.*** Please contact us immediately if there is an emergency in which you cannot pick up your child by dismissal time.

Proper arrangements must be made in advance if your child will be picked up after 3 pm, except in case of emergency. Unfortunately we cannot afford an after school program and kindly ask parents to be mindful of the teachers time once class is dismissed.

STUDENT DRIVERS

Students will be covered by parents' insurance policy.

Driving is a privilege granted by the board. Student drivers are required to have written parental permission before driving his vehicle on school property. A student is not allowed to go to his car without permission. Speeding, spinning wheels, or any reckless driving may result in loss of driving privileges to LCCS.

PARENT/VOLUNTEER DRIVERS

We appreciate your help in driving students to and from school events. Our insurance policy mandates we keep the following records for any person driving students on field trips:

- Provide Copy of Driver's License
- Provide Copy of Proof of Insurance including Declaration Page
- Complete a Background Check for LCCS
- Complete Driver Orientation Checklist form
- Read and sign Vehicle Authorization and Operation form

FIELD TRIP POLICY

Field trips are significant activities designed to offer an additional element to the learning experience. They are sought out with specific purpose, and that to complement the academics of the students involved. For this reason, upon establishing a field trip, only students in the involved grade level(s)/classroom(s) are invited to attend. Said students must have their parents' approval inclusive of a signed permission slip. Given the degree of planning that goes into a field trip, there is an expectation that students attend, and if unable, may be required to complete some form of assignment comparable to the learning foreseen to be realized through the trip experience.

Our transportation is reliant upon parent volunteers, for whom we are very grateful. In specific circumstances, siblings are able to attend with a parent chaperone with board approval and if the teacher assesses it appropriate for the determined trip.

DRESS CODE

Students are expected to dress modestly and appropriately for normal school activities. Unfortunately, modest and appropriate are subjective terms. We ask that parents closely monitor their student's attire so that the time at school can be used to educate rather than regulate. **Neat, clean, and modest is always the basic guideline.** All clothing must be **safe and weather appropriate.** Come prepared to play outdoors.

The following may **not** be worn to school:

- Tank tops with spaghetti strap tops
- Skirts or dresses shorter than 2 inches above the knee
- Shorts that are shorter than finger tips in length
- No ragged clothing or holes in jeans
- Low cut necklines on blouses or shirts
- No exposed midriff or open back
- Excessively tight or excessively loose fitting clothing
- *Leggings or yoga pants are only permitted if the shirt extends to finger tips in length, ensuring the backside is covered.
- Underwear or skin exposed due to shorts/pants not fitting properly
- Hats or hoods may NOT be worn inside the building
- Shoes/Sandals must be worn at ALL TIMES.
- Inappropriate images or text on clothing or body
- No gothic /death culture clothing or accessories
- Pajamas should not be worn to school unless for a designated spirit day.

Students in violation will have their parents contacted and be expected to bring a change of clothing.

We ask that all parents and volunteers adhere to LCCS dress code guidelines when coming on campus, which include field trips, volunteering, and drop-off/pickup times. Adults should provide an example of modesty and appropriate coverage for themselves on campus which reflects LCCS guidelines for staff and students.

PLEDGES

AMERICAN FLAG

I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

CHRISTIAN FLAG

I pledge allegiance to the Christian Flag and to the Savior for whose Kingdom it stands. One Savior, crucified, risen, and coming again with life and liberty for all who believe.

PLEDGE TO THE BIBLE

I pledge allegiance to the Bible, God's Holy Word. I will make it a lamp unto my feet and a light unto my path. I will hide its words in my heart that I might not sin against God. Psalm 119:11

ACADEMIC AWARDS

An awards ceremony will take place at the end of each year for grades 1-12th. We encourage our students to do their very best all year long and reward those that have exceeded in the following areas:

Honor Roll: Given to students with an A/B average in every subject throughout the year.

Super Speller: Given to the student or students with the highest grade average on spelling tests.

Neatest Penmanship: Given to the student who has taken pride and effort in their daily penmanship.

Academic Excellence: Give to the student or students with the highest grade average in their grade level.

Math Star: Give to the student or students with the highest grade average in their grade level.

Scripture Award: Given to students who are able to correctly recite their monthly scripture verse on a regular basis scoring a 97% or above. This student puts studying God's word as a priority and takes learning it seriously.

Perfect Attendance: Given to those students who have not missed a school day throughout the entire year.

STUDENT- PARENT CONTRACT

**This form is now available online during registration at www.jupitered.com. Please log in to your account and sign virtually.*

It is our responsibility as educators to make sure each student receives the same quality and equal opportunities. To ensure this, the teachers of LCCS have compiled a set of standards we feel vital to achieving excellence academically and spiritually. The LCCS Student Handbook is to be read thoroughly, seeking clarification when necessary. Any and all important school policies are noted in this book. Any additional events, problems, or changes made to the statements contained will be communicated to parents separately.

I, as a parent of my student(s) at LCCS am committed to upholding all policies stated in this handbook. I have read and understand all the LCCS asks of me and my child.

Parent Signature x _____

Print Name x _____

I, as a student(s) at LCCS am committed to upholding all policies stated in this handbook. I have read (or been read to) and understand all the LCCS asks of me as a student. I will do my best to follow all the rules.

Student Signature x _____

Student Signature x _____

Student Signature x _____