

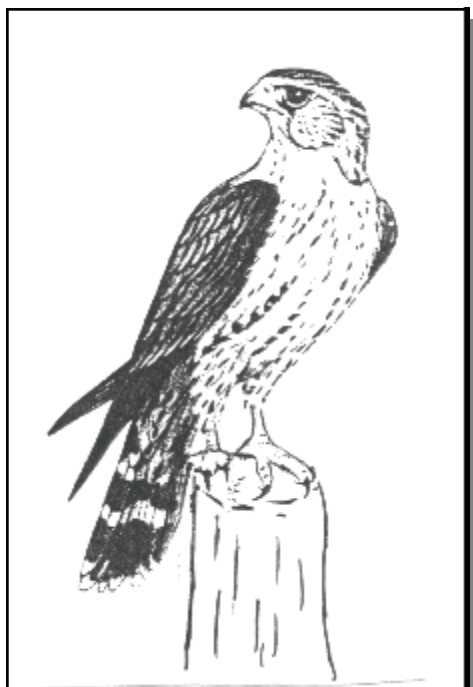
# **FAITH BAPTIST SCHOOL**

## **Home of the Falcons**

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### **PARENT HANDBOOK**

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2012 - 2013

**QUALITY CHRISTIAN EDUCATION**

Founded in 1973

## **INTRODUCTION**

I appreciate your interest in Faith Baptist School and the Accelerated Christian Education program .

I hope you will read this booklet thoroughly. It is designed to answer the questions most often asked about our education ministry.

The Christian school movement is well established and growing each year. Christian and non Christian parents are realizing the futility of government schools imposing their secular, humanistic philosophy on their children.

Faith Baptist Church realizes and accepts the responsibility to provide a school with both a Christian atmosphere, and high academic standards. We have been doing so since 1973.

After more than thirty eight years experience with the A. C. E. program, we are confident of its effectiveness. It works! It is not experimental – it is practical, proven, and continues to improve. We are especially proud of the Christian element of this curriculum. Even the most distinguished traditional Christian schools are handicapped, having to adapt secular materials to Christian curriculum and philosophy.

Increasing numbers of parents are convinced that Christian education doesn't cost – it pays. We take the responsibility you place in our hands very seriously.

May God bless your family in this adventure of Christian education.

Sincerely,

E. J. Watson  
Pastor & Principal

*Deut. 6:6-7*

*And these words, which I command thee this day, shall be in thine heart: [7] And thou shalt teach them diligently unto thy children, and shalt talk of them when thou sittest in thine house, and when thou walkest by the way, and when thou liest down, and when thou risest up.*

**Faith Baptist School  
15285 S. 169 Hwy.  
Olathe, KS 66062**

**Phone—(913) 764-3051**

## ADMISSION PROCEDURE

### NEW STUDENTS

- \* Submit an application along with the registration fee, and a copy of the most recent report card. (Fee to be returned if not accepted)
- \* An interview with both parents if possible, and the student being enrolled.
- \* Notification of acceptance.
- \*
- \* Kindergarten students must be five (5) years old by September first to enroll.
- \* No student will be accepted who has been enrolled in Faith Baptist School, withdraws, and then desires to return for the twelfth grade and graduation.
- \* The enrollment of students in the ninth grade and above will be permitted if transferring from another A. C. E. school, and or the student's grades reflect no problems that would hinder graduation on schedule.
- \* All students attending Faith Baptist School are required to regularly attend Sunday school and church services. If not attending Faith Baptist Church, a signed statement by the pastor of the church they attend must be on file.

### MEDICAL GUIDELINES

A record of Immunization must be filled out by parents for students entering a Kansas school for the first time. Other medical records will be sent from the previous school upon request from Faith Baptist School.

In instances where a student needs medical attention, school officials will call the parents, family doctor, or doctor of your choice (in that order). In case of an emergency, students will be taken to the emergency room of Olathe Medical Center, and parents will be notified.

- ◆ ***No students may have medications of any kind in their possession.. Medications must be turned in at the Monitor's office.***

If you wish to have the school administer general headache remedies, please write a note to that effect, and send it along with some medication to be kept here at school. Make sure the medication is clearly marked with your child's name on the container. It will be kept in the learning center office.

Keep in mind that general doctor and dentist appointments should be made on Wednesday afternoons if at all possible. (School dismisses at 1:30 each Wednesday)

## DAILY SCHEDULE

- 8:15 Students may arrive at school. Doors will be unlocked at that time.
- 8:30 Classes start. Students are considered tardy if not in their office at 8:30.
- 3:30 School dismisses (Wed. at 1:30, Kindergarten class dismisses at 12:00 daily)

Students should be picked up within 30 minutes after dismissal. The responsibility for the students is assumed by the parents after 3:30 (1:30 on Wed.).

## SUNDAY SCHOOL AND CHURCH ATTENDANCE

The home and the church should work together to compliment the school. This makes for a well-balanced Christian education. For this reason we require **ALL** students to regularly attend a Bible teaching church.

Students who are members of Faith Baptist Church, or choose to attend this church, are required to be in Sunday school and church services every Sunday morning. More than two (2) absences during any quarter may result in disciplinary action which may include, but not limited to, suspension, and withdrawal.

## GENERAL COMMENTS

- ◆ Gripping is not tolerated. Questions in the right spirit are encouraged.
- ◆ Marked on defaced property is to be replaced at the offending student's expense.
- ◆ Guns, matches, lighters, knives, weapons, radios, CD or tape players, and gum are not permitted on campus. Cellular phones and pagers are not allowed on campus.
- ◆ Language that is abusive, cursing, swearing will not be tolerated.
- ◆ We have a "**Hands Off**" policy. Students are not to touch, punch, or hit other students.
- ◆ We have a **Closed Campus** policy. Students are not to leave the school grounds without permission.

Parents of students are welcomed to visit the school at any time. Please call the office to make an appointment. Prospective students and their parents are also welcomed to visit the school. Please call for an appointment.

## GROOMING STANDARDS

No aspect of the Christian's testimony is so readily obvious as the matter of appearance. We hold that Christians should present themselves so that Christ will be pleased and honored.

Appropriate clothing encourages responsible behavior. One's personal appearance is a manifestation of self-esteem and each reinforces the other.

**GIRLS:** No make-up, except light foundation, may be worn by any student. Fingernail polish may only be clear. Girls are to maintain a high standard of personal grooming. Your hair must be neatly combed or brushed, and kept clean at all times. Girls are not allowed to dye or highlight their hair.

**BOYS:** Neat, regular haircuts are required. No fad cuts are allowed. No sideburns below the ear. Hair should be closely tapered on the back and sides so as not to touch the ears or the collar of the shirt. Hair is to be neatly combed at all times. Boys are not allowed to dye or highlight their hair. Boys who need to shave should be clean shaven at all times.

NOTE: We reserve the right to pass judgment on any current fads or styles.

Boys may not wear earrings or necklaces.

We reserve the right to pass judgment, as we deem necessary, on any other matters of current style, and or appearance. We wish only to promote modest appearance and a wholesome Christian testimony.

Body hygiene is very important. Students must bathe regularly and wear clean clothes. Clean nails, breath, and teeth are a must. Students not practicing proper hygiene will receive demerits if necessary.

## **DRESS CODE FOR K-12**

**PARENTS:** Please note Appendix A on page 18

**GIRLS: (Grade 2-12)** The girl's dress code consists of a skirt, Khaki or navy, (Long, mid-calf or longer) and polo shirts (short sleeves, three button) Polo shirts, and skirts may be purchased locally. Jackets, sweatshirts, and sweaters are not allowed in the learning centers. Low cut tennis shoes with white crew socks are worn in the learning center.

**K-1 GIRLS–** Wear navy culottes instead of the skirts. Culottes are purchased through the school.

Students in the K – 6th grade level may wear post earrings only. K-12th grade may wear only one pair of earrings. Multiple piercing of various body parts is not permitted.

The P. E. uniform consists of navy blue culottes, Falcon P. E. shirt, and different tennis shoes from their normal school shoes worn with white crew socks. Culottes and Falcon shirt are purchased through the school. Orders are taken the first week of school.

**BOYS: (K-12)** The boys dress code consists of khaki, or navy trousers ( belt must be worn ), and polo shirts (short sleeves, three button). Polo shirts and trousers may be purchased locally. Jackets, sweatshirts, and sweaters are not allowed in the learning centers. Low cut tennis shoes with white crew socks are worn in the learning center. P. E. uniform consists of acceptable (not torn or badly worn) regular cut blue jeans (no painters jeans), and tennis shoes worn with white crew socks, and Falcon shirt (shirt purchased through the school).

**NOTE: Neither boys nor girls are to wear the low cut “bootie” socks for gym or in the learning center. Tennis shoes cannot have lights or rollers built in.**

## **ENFORCING STANDARDS**

What happens if a student does not respond to all the positive motivation and incentives? Our program is not permissive. When, in the opinion of the supervisor, a student fails to maintain a pace that will allow him to complete the work required for the year, steps will be taken to remedy the problem. These steps may include, but not limited, to the following:

- Homework assignments
- Stricter supervision
- Loss of privileges
- Re-diagnosis
- Physical examination (eyes, ears, etc.)

## **PROGRESS REPORTS**

Our grading system is designed to give parents a true indication of the student’s progress. A passing score for final exams is 80%. Failed PACE scores are not recorded on the grade card, because the PACE must be repeated. However, these scores are discussed at the Parent/Teacher conferences.

Reports are given out at the end of each nine week period. Scheduled conferences will be held at the end of the first and third quarters. Other conferences may be called for as needed.

Grades, and or transcripts cannot be sent to another school until your account is cleared. These are only sent upon written request from the receiving school. All such information is kept in the strictest confidence.

## **DISCIPLINE**

Ours is not a corrective institution. Consequently, we ask that you do not enroll your child with the idea that we will reform him. We are here to work with the home, not to take the place of parents who have experienced difficulty fulfilling their roll.

Students are not accepted who have smoked for an extended period of time, run away from home, been arrested, used narcotics, or who have been married. A student will be dismissed if any of these prohibitions have been violated.

All new students are enrolled on a *probationary* basis for the first nine weeks. An evaluation of the student's progress will be made at the end of the probation period. Parents and the supervisor will discuss the results at a conference at the end of the period.

When a student's attitude or academic progress is not in accord with the school's requirements or policies, he will be placed on probation. Parents will conference with supervisor, and or the principal in an attempt to resolve the situation. If the administration feels the situation has not significantly changed within two (2) weeks, parents may be asked to withdraw the student.

Secondary students, in particular, because of their testimony before younger students, are asked to adhere to the school's philosophy and Christ centered program. Such includes abstinence from the following: Smoking, alcoholic beverages, the use narcotics, attending dances, swearing, abusive language, immoral activity, or any other questionable activity. Violations will be dealt with severely, which may include, but not limited to suspension, or expulsion.

We are dedicated to the training of children in a program of study, activity, and living that is Christ centered. We believe that all things should be done decently and in order, and that our students should be taught to accept a God-given responsibility to "walk honorably before all men." Thus a discipline is maintained that is firm, consistent, fair, and tempered with love. Our faculty maintains these standards in the learning center through kindness, love, and a genuine regard for the students. However, when disciplinary action is required, it is firmly carried out, tempered with good judgment and understanding. Students are reminded that the Lord Jesus Christ expects us to be disciplined in all aspects of our lives.

*Col. 3:20*

*Children, obey your parents in all things: for this is well pleasing unto the Lord.*

*Romans 13:1*

*Let every soul be subject unto the higher powers. For there is no power but of God: the powers that be are ordained of God.*

*Hebrews 13:17*

*Obey them that have the rule over you, and submit yourselves: for they watch for your souls, as they that must give account, that they may do it with joy, and not with grief: for that is unprofitable for you.*

## **DEMERITS**

The paramount rule is **DO NOT DISTURB**. Demerits are given for disturbances or broken rules. The first two demerits in one day are **grace**. The third demerit results in a 20 minute detention during gym. 4 demerits = 30 min. 5 demerits = 45 min. 6 demerits = 60 min. One extra page of homework will be assigned for each demerit received. Extra pages may be worked during detention time. All work must be completed by 8:30 the next school day. All detentions are served during the students gym period the following day. (Any detention earned on Tuesday will be served on Thursday)

## **GROUND FORS SUSPENSION OR DISMISSAL**

- 1 Attitude and or actions not in accord with the school's policies.
- 2 An uncooperative spirit in either students, or parents.
- 3 Rebellion toward discipline.
- 4 Excessive absenteeism.
- 5 Non conformity to standards of conduct and grooming.
- 6 Inability to respond to the individualized program, and excessive cheating.
- 7 Failure to pay school account.

**See Appendix—B page 17 for further explanation of the school's policy in this area.**

## **WITHDRAWAL**

Parents who wish to withdraw a student should come to the office, and settle all accounts with the secretary. Students withdrawn without a minimum of two weeks notice will not receive a refund on tuition. All paces ordered for your student, and in current inventory must be paid for.

## **HOMEWORK**

Any goals not completed in school automatically become homework, and must be completed before the next school day. If homework was done, it will be checked while the student is in opening exercises.

Homework assignments are very important. Parents will do significant harm if they do not set a precedent of requiring homework to be completed. Students who regularly do not complete assignments are constantly behind in their work. It is very hard to "catch up". Parents should adopt a strict set of guidelines at the beginning of the year concerning homework.



If a student has homework, it will be accompanied by a “Homework Slip”. This will tell the parents exactly what must be done. This slip must be signed by a parent, and returned with the completed homework the next school day. This is an important communication link between the school and the home. If there is an emergency, and the homework cannot be done, parents are to write an explanation to be returned with the slip.

## SCHOOL SUPPLIES

- 1 A list of basic school supplies is included in this handbook on page 13. A copy may also be obtained from the school office, or our school link at [faithbaptistolathe.org](http://faithbaptistolathe.org).
- 2 Some supplies are kept on hand for emergencies. If your student needs an item, and we have it, we will issue it and place this on the parent’s monthly billing. ***This is only for emergencies – do not consider the office a regular supplier.***
- 3 Borrowing items is discouraged. Please replace supplies as soon as possible.

## LUNCHROOM

We do not provide hot lunches. A sack lunch is brought from home. We do provide microwave ovens for student use. There is a snack center where students may purchase items at break time or lunch. Items available include soda pop, juice boxes, candy bars, chips, etc. There are some main dish items also available such as mac & cheese, burritos, and frozen Dinners.

## F. B. S. COURSES OF STUDY

COURSES OF STUDY LEADING TO A COLLEGE PREPARATORY  
HIGH SCHOOL DIPLOMA

<u>COURSE</u>	<u>SUBJECT</u>	<u>CREDIT</u>
MATH	Algebra I *	1
	Geometry *	1
	Algebra II *	1
SOCIAL STUDIES	World Geography	1
	World History	1
	American History	1
	Civics	1/2
ENGLISH	English I, II, III, IV (48 PACES)	4
SCIENCE	Biology	1
	Physical Science *	1
	Chemistry/Physics	1
PHYSICAL EDUCATION	(8 Semesters)	3
FOREIGN LANGUAGE	Sign Language *	1
HEALTH	Health & Hygiene	1/2
COMMUNICATION	Typing	1
	Computer Literacy	1
	Word Building/Spelling	1
ETYMOLOGY		
BIBLE	N. T. Survey	1
	N. T. Church His.	1
	Life of Christ	1
Electives	Intro To Tech	1
	Graphic Design	1
	Rosetta Stone Spanish	1
	Shop/Auto Mechanics Class	1/2
	Cooking Class	1/2

FOR A FULL LISTING OF ELECTIVES OFFERED BY FAITH BAPTIST SCHOOL THROUGH  
THE ACE PROGRAM PLEASE GO TO [WWW.ACEMINISTRIES.COM](http://WWW.ACEMINISTRIES.COM)

**TOTAL** \_\_\_\_\_  
25 credits

Students in grades 1-8 must complete a minimum of 12 PACES in each subject per year to receive a grade in each subject

NOTE: \* These may be substituted for subjects or electives from the A. C. E. courses offered. This will fulfill the requirements for the GENERAL course of study.

Students who have reached the ninth grade level, and are operating below their grade level, will receive one (1) credit for each twelve (12) PACEs completed in each subject. This will allow the student to receive a diploma, but does not prepare them for college.

Students not completing the prescribed number of PACEs for a subject will receive an INCOMPLETE on their transcript. This is not a permanent grade. Opportunity to complete the PACEs required will be given the next school year. It is imperative for high school students to keep up with their work. No student will be given a diploma, and allowed to graduate with their class who has not completed all the required work. Students with incomplete work must return the next school year to finish their work. At that time they have the option to receive their diploma, or wait and graduate with the next class. **No student will be graduated early.** All students must complete eight (8) semesters of school. The 25 credits required to graduate is the MINIMUM required, not the maximum. Other courses will be prescribed for those students who complete the minimum.

## **FINANCIAL INFORMATION**

Tuition will be **\$1620.00** per student per year K-12<sup>th</sup>. grade.

Tuition will be divided into nine (9) installments of **\$180.00** beginning August 1 through April 1. **Note: The first billing will be sent out the last week in July, and will be due August 1. All billings thereafter will be due on the first of each month. If not paid in full on the first of the month, a 5% fee will be added to the next billing, and no more curriculum will be issued to the student. If not paid by the 10<sup>th</sup>, students will not be allowed to return to school until the account is current.**

There is a curriculum fee of **\$32.00** each month (**\$16.00** for Kindergarten). Retake PACEs are *not* included in this fee, and will cost **\$4.00** each.

The **re-enrollment** fee is **\$55.00** per student, and is non refundable.

Enrollment fee for **new** students is **\$125.00**, and is non refundable after application is accepted. This is a “one-time fee”.

Each year there will be a **3%** increase in tuition and curriculum fee.

## **APPENDIX—A**

### **To Page 6—Dress code**

We ask that parents visiting the school, attending or helping at a school functions, or conferencing with teachers abide by the following dress standard:

- ◆ Ladies may wear loose fitting, dresses, skirts, or culottes ( no shorts please). These, as well as, shirts and blouses should comply with the school’s modesty policy.
- ◆ Gentlemen may wear jeans, or any casual or dress slacks, but no shorts please. Shirts should comply with the school’s modesty policy.

We, as a faculty, desire to set the example for our students, and we trust that parents wish to do the same. Thank you for your cooperation in this matter.

## **APPENDIX—B**

### **To Page 9—Grounds For Suspension or Dismissal**

#### **Procedure:**

- ◆ Pastor/Principal is notified
- ◆ Student is notified and counseled with by the Supervisor
- ◆ Parents are notified and conferred with
- ◆ Suspension begins the second day after the notification
- ◆ Dismissals are effective at the end of current school day.

## **MAIN L/C SUPPLIES LIST**

GENERAL SUPPLIES REQUIRED FOR ALL LEARNING CENTER STUDENTS:

BIBLE (KJV ONLY)

DICTIONARY (PAPERBACK IS ACCEPTABLE)

PENCILS 2 REQUIRED AT ALL TIMES; MECHANICAL PENCILS ARE ACCEPTABLE)

BALL POINT PEN (BLUE OR BLACK ONLY)

STANDARD LOOSE-LEAF NOTEBOOK PAPER

3X5 CARDS (GRADES 9-12 as needed)

ERASER (large pink)

RULER

COLORED PENCILS

CRAYONS (2-6TH GRADE)

SCISSORS (2-6TH GRADE)

MARKERS (OPTIONAL)

KLEENEX

SCHOOL BOX FOR SUPPLIES

COMPASS (7-12 GRADE)

CONTAINER FOR TRASH (NO LARGER THAN #3 COFFEE CAN)

COMPOSITION BOOK

MAGAZINE ORGANIZER TO HOLD PAGES

## **K-1 SUPPLIES LIST**

KJV BIBLE - First Grade only

SCHOOL BOX - (Adult size shoe box covered with contact paper works best.) It should hold all their supplies except Kleenex. It helps with neatness.

KLEENEX OR PUFFS, ETC.

SAFETY SCISSORS

GLUE STICKS - At least 3 ( no Elmer's for either grade)

CRAYOLA CRAYONS -16-24 Your choice

CRAYOLA COLORING PENCILS -12-24 Your choice

CRAYOLA WATER COLOR PAINT SET - Include extra brush.

PENCILS - My First Ticonderoga, No.2. They need at least 6.

These are the "Fat" or Primary ones.

Please do not send any other kind. Thanks

PINK ERASER

NOTE: Please mark EACH crayon, coloring and writing pencil with your child's name. Also, scissors, glue, paints and eraser.