



# Lifestyle

Christian School

## Parent/Student Handbook

### 2019-2020

Lifestyle Christian School  
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Membership in and Accreditation by:

*Advance Education, Inc. (AdvancEd)*  
*Association of Christian Schools International (ACSI)*  
*International Christian Accrediting Association (ICAA)*

# TABLE OF CONTENTS

<p><b>INTRODUCTION</b>.....4</p> <p>Core Values.....4</p> <p>Mission Statement.....5</p> <p>Vision Statement.....5</p> <p>Statement of Faith.....5</p> <p>Christian Philosophy of Education.....6</p> <p>Goals for Faculty and Staff.....7</p> <p>Goals for Students.....7</p> <p>Spiritual Formation Goals for Students.....8</p> <p>Cooperation Agreement.....8</p> <p>Nondiscrimination Policy.....8</p> <p>Governance Structure.....8</p> <p>Accreditation and Affiliation.....9</p> <p>Appeal Process .....9</p> <p><b>ACADEMIC INFORMATION</b>.....9</p> <p>Academic Levels.....9</p> <p>Curriculum.....9</p> <p>Dual Credits.....10</p> <p>Earning High School Credits.....10</p> <p>Extra-Curricular Participation.....10</p> <p>Final Exams.....11</p> <p>Grading Scale.....10</p> <p>Graduation Requirements.....11</p> <p>Homework.....11</p> <p>Honor Graduates.....12</p> <p>Honor Roll.....12</p> <p>Honor Student Association.....12</p> <p>Probation.....12</p> <p>Report Cards and Progress Reports.....13</p> <p>Standardized Testing.....13</p> <p>Transfer Credits.....13</p> <p><b>ADMISSIONS</b>.....13</p> <p>Admissions Checklist.....13</p> <p>Admissions Policy.....14</p> <p>New Student Probation.....14</p> <p>Re-enrollment.....14</p> <p>Transfer Students.....14</p> <p><b>ATTENDANCE</b>.....14</p> <p>Absences.....15</p>	<p>Check-in and Check-out Procedures.....15</p> <p>Excused and Unexcused Absences.....15</p> <p>Perfect Attendance.....15</p> <p>Make-up Work.....16</p> <p>Tardiness.....16</p> <p><b>CONDUCT AND DISCIPLINE</b>.....16</p> <p>Advisory Council .....17</p> <p>Disciplinary Council .....17</p> <p>Discipline Objectives.....17</p> <p>Governing Disciplinary Board.....17</p> <p>Discipline Procedures - Typical Offenses...17</p> <p>Disciplinary Procedure - Non-Typical Offenses .....18</p> <p>Detention.....18</p> <p>Suspension.....18</p> <p>Disciplinary Probation.....19</p> <p><b>LIST OF OFFENSES AND CONSEQUENCES</b> 19</p> <p>Typical Offenses.....19</p> <p>Non-Typical Offenses.....19</p> <p>Non-Typical Offenses- Level II.....20</p> <p>Non-Typical Offenses-Level III.....20</p> <p><b>DRESS CODE</b>.....20</p> <p>Dress Code Philosophy.....20</p> <p>Dress Code Guidelines.....21</p> <p>Elementary Dress Code.....21</p> <p>Secondary Dress Code.....22</p> <p>School Spirit Days.....23</p> <p>School Sponsored Activities and Events...23</p> <p><b>FINANCIAL INFORMATION</b>.....23</p> <p>Before &amp; After School Care.....23</p> <p>Credit and Debit Card Fees.....24</p> <p>Donations.....24</p> <p>Fees.....24</p> <p>Loss/Damage to School Property.....24</p> <p>Lunches.....25</p> <p>Returned Checks.....25</p> <p>Tuition Payments.....25</p>
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Withdrawal.....25

**GENERAL SCHOOL.....25**

Arrival/Dismissal Procedures.....25

Before & After School Care.....26

Birthdays.....27

Breakfast.....27

Calendar.....27

Cell Phones/Electronic Devices.....27

Changes in Policy.....28

Chapel.....28

Class Parties.....28

Custodial Arrangements.....28

Distribution of Outside Literature or Sales....  
.....28

Document Requests.....29

Elementary Recess.....29

Emergency Drills.....29

Emergency School Closing.....29

Field Trips.....29

Lockers.....29

Lost Items.....30

Lunches.....30

Messages/Telephone Usage.....30

Pets.....30

Pictures.....31

Photography/Video Rights.....31

RenWeb.....31

School Hours.....31

Search and Seizure.....31

Sports.....32

Student Drivers.....32

Student Government.....32

Summer School.....32

Technology Resources Policy.....32

Transportation.....33

Visitors.....33

Volunteers.....34

**HEALTH MEDICAL/POLICIES.....34**

Communicable/Contagious Illnesses.....34

Head Lice.....34

Immunizations.....34

Medical Emergency Form.....35

Medications.....35

Procedure for Contacting Parents.....35

**AGREEMENTS .....36**

Handbook Agreement.....36

Dress Code Agreement.....37

Discipline Agreement.....38

# INTRODUCTION

Lifestyle Christian School (LCS) has served the families of Conroe, Montgomery County, and the surrounding areas for over 34 years. LCS was founded in 1985 as a ministry of Conroe First Assembly of God, offering a quality and affordable Christian education.

Lifestyle Christian School exists to serve families, churches, and the community by providing a Bible-based, Christ-centered, K-12 education marked by excellence in academic achievement through the development of Christian character and a Biblical worldview.

Lifestyle is a discipleship-model school and an extension of the Christian home. We partner with families and churches to provide a Biblical foundation that prepares our students to be lifelong disciples of Christ.

At LCS we train each student mentally, emotionally, socially, physically, and spiritually for a lifetime of success.

## CORE VALUES

**Truth:** God's Truth is revealed through the Bible, the inspired, infallible and authoritative Word of God.

(John 17:17; John 8:31-32; Psalm 25:5; John 14:6; 2 Timothy 3:16; Ephesians 6:14; 1 John 5:20)

**Integrity:** Honesty, trust, and Christian character are the pillars of our relationships and endeavors.

(Proverbs 10:9; Proverbs 11:3; Proverbs 20:7; Colossians 3:23; Luke 16:10; 1 Timothy 1:5; 1 Peter 2:12)

**Respect:** Reverence for all things sacred includes honor for all authority and esteem, regard, and preference for all classmates, peers, and others.

(Matthew 7:12; Romans 12:10; Exodus 20:12; Philippians 2:3; Romans 13:1-2; 1 Thessalonians 5:12-13; 1 Peter 2:17)

**Collaboration:** We work together in partnership, sharing knowledge, talent, information, and skills through teamwork and accountability.

(Romans 2:4-6; Ecclesiastes 4:9-12; 1 Corinthians 12:20-25; Proverbs 27:17; Proverbs 15:22; Ephesians 4:6; 1 Peter 4:10)

**Learning:** There is growth in knowledge, wisdom, and understanding with evident transformation and change by the daily renewing and conforming into His image.

(Proverbs 1:7; Proverbs 18:15; Proverbs 9:9; Proverbs 10:17; Proverbs 4:5-6; Proverbs 22:6; 2 Timothy 3:16; 1 Peter 3:18; Ephesians 4:22-24; Psalm 32:8; Romans 12:2)

## **MISSION STATEMENT**

Lifestyle Christian School will seek to disciple young people in the highest degree of Christian lifestyle and academics.

## **VISION STATEMENT**

### **2019-2020: A YEAR OF TRANSFORMATION**

Transformed Classrooms • Transformed Teaching • Transformed Lives

*“Do not conform to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God’s will is—His good, pleasing and perfect will.” (Romans 12:2)*

## **STATEMENT OF FAITH**

**We believe, as a ministry of Conroe First Assembly, and in cooperation with the Assemblies of God:**

- The Scriptures are inspired by God and declare His design and plan for mankind.
- There is only One True God—revealed in three persons—Father, Son, and Holy Spirit.
- In the Deity of the Lord Jesus Christ. As God's son, Jesus was both human and divine.
- Though originally good, man willingly fell to sin—ushering evil and death, both physical and spiritual, into the world.
- Every person can have restored fellowship with God by trusting Christ, through faith and repentance, to be our personal Savior.
- In two biblical ordinances—(1) water baptism by immersion after repenting of one's sins and receiving Christ's gift of salvation, and (2) Holy Communion as a symbolic remembrance of Christ's suffering and death for our salvation.
- The Baptism in the Holy Spirit is a special experience that empowers believers for witnessing and effective service.
- The initial physical evidence of the baptism in the Holy Spirit is “Speaking in Tongues,” as experienced on the Day of Pentecost and referenced throughout Acts and the Epistles.
- Sanctification is an act of separation from that which is evil and a dedication unto God.
- The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her Great Commission.

- A divinely called and scripturally ordained leadership ministry serves the Church.
- Divine healing of the sick is a privilege for Christians today and is provided for all believers in Christ's atonement.
- The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church.
- In the Millennial Reign of Christ when Jesus returns with His saints at His second coming and begins His benevolent rule over earth for 1,000 years.
- A final judgment will take place for those who have rejected Christ.
- In the perfect New Heavens and a New Earth that Christ is preparing for all people, of all time, who have accepted Him.

### **Statement on Biblical Marriage and Sexual Purity**

We believe God's original design, as set forth in Scripture, is for complete fidelity (physically, emotionally, and spiritually) within heterosexual and monogamous marriage. Regardless of one's marital status, we believe the Christian should pursue purity and abstain from sexually immoral practices such as adultery, premarital sex, homosexuality, and pornography. (Matthew 19:4-6; 1 Corinthians 6:9-20; Ephesians 5:3-14)

### **CHRISTIAN PHILOSOPHY OF EDUCATION**

Lifestyle Christian School presents all learning objectives from a Christian perspective and a Biblical worldview. For an educational program to be academically sound and effective in instructing students, it must be founded upon Christian principles that recognize the nature of:

- **God** – Designer, Creator, and King over everything; all powerful, all knowing, ever present; the ultimate arbiter of justice, mercy, grace, and truth (Psalm 100:5; Psalm 119:90; Isaiah 40:28; Ephesians 4:6; Hebrews 4:16)
- **Truth** – absolute, eternal, and unchangeable; founded in God; revealed through scripture; personified through Jesus (Psalm 25:5; Psalm 119:160; John 14:6; 2 Timothy 3:16-17; 3 John 1:2-4)
- **Man** – made in God's image; separated by sin; redeemed by the blood of Jesus; designed with a free will and choice; created on purpose with purpose; transformed and renewed into His image daily (Genesis 1:27; Joshua 24:15; Psalm 138:8; 1 Corinthians 15:21-22; 2 Corinthians 4:16)
- **Knowledge** – begins with the fear of the Lord; is hidden in Christ; is pleasant to the soul; leads to fullness of life; preserves, protects, and guards; provides for a future (Proverbs 1:7; Proverbs 2:10-11; Proverbs 3:21-26; Proverbs 24:14; Colossians 2:1-3)

We believe that the family—the Christian home—was designed by God as the primary source of training and development of Christian character in the life of a child. The Church was ordained by Him, as a secondary source, to further the spiritual nurturing of a Christian young person.

The Christian school is uniquely equipped to serve both the home and the church by providing an instrument of formal education with Christ-centered curricula.

A Christian Education provides support for academic, athletic, and artistic expression to the glory of God. The integration of Biblical truth is central to our mission.

A Christian home and a personal relationship with Jesus are paramount to a student's academic, social, emotional, physical, and spiritual development.

## **GOALS FOR FACULTY AND STAFF**

The administration of Lifestyle Christian School commits to provide:

- A safe, orderly, and wholesome environment that is conducive to learning
- A well-qualified and credentialed, Christian staff committed to Christian education and to ministry
- The best educational curricula and tools available to facilitate learning
- Continuing education and professional development to equip faculty for Biblical integration, the development of Christian character, effective classroom management, and communication and instruction for every student and learning style
- Ministry to the whole student: spirit, soul, and body
- Opportunities to equip students to become strong Christian leaders as they discover and pursue His higher calling

The faculty of the school will endeavor to:

- Employ research-based pedagogy to maximize instructional effectiveness
- Work with students, parents, and community to provide an atmosphere of mutual respect and trust
- Challenge students, parents, and fellow staff members by word and Christian example
- Instill into the hearts of our students a love for learning and a passion for Jesus
- Embrace America's Christian heritage and teach the Biblical mandates that allow God's blessings and favor to be poured out in our nation

## **GOALS FOR STUDENTS**

Lifestyle Christian School is intent on preparing students for success at the next level, wherever God's calling may lead them. In addition to academic, athletic, and artistic achievement, it is our sincere hope and earnest expectation that a student coming out of LCS will be marked by the following distinctions:

- Godly priorities
- Christian character

- Passionate pursuit of God’s calling and purpose
- Critical thinking
- Problem solving
- Servant leadership
- A Biblical worldview
- A heart for the lost

## **SPIRITUAL FORMATION GOALS FOR STUDENTS**

At Lifestyle Christian School:

- We want every student to be exposed to the plan of salvation on a regular basis and have the opportunity to respond when they are ready.
- We will prepare students to clearly present salvation’s plan to others and to actively look for opportunities to share the Gospel.
- We want each student to love Jesus, passionately pursue Him, and hunger for His Word.
- We want our students to learn to hear and follow the leading of the Holy Spirit.
- We will emphasize the importance of the Biblical ordinances of water baptism and communion and encourage each student to connect with his or her home church in these areas.

## **COOPERATION AGREEMENT**

Lifestyle Christian School is a Christian school with a unique educational philosophy. By choosing LCS, parents agree to support all policies and principles as conveyed in this handbook. Parents may contact administration to discuss any questions or concerns regarding our policies.

## **NONDISCRIMINATION POLICY**

Lifestyle Christian School admits students of any race, color, nationality, ethnic origin, or denomination to all the rights, privileges, programs, and activities generally accorded or made available to its students. Lifestyle Christian School does not discriminate on the basis of race, color, nationality, ethnic origin, or denomination in administration of its educational policies, admissions policies, scholarships, athletics, or other school administered programs.

## **GOVERNANCE STRUCTURE**

Lifestyle Christian School is a ministry of Conroe First Assembly of God. The Advisory Board of the church currently serves as the Board of Trust for the school. The LCS Advisory Council serves under the Advisory Board of the church.

## **ACCREDITATION AND AFFILIATION**

Lifestyle Christian School is a member of Oral Roberts University Educational Fellowship (ORUEF), the Association of Christian Schools International (ACSI), and Texas Private School Accreditation Commission (TEPSAC).

Lifestyle Christian School is dually accredited through the International Christian Accrediting Association (ICAA) and Advance Education, Inc. (AdvancEd).

## **APPEAL PROCESS**

According to the “Matthew 18 Principle”, complaints and disagreements should first be discussed with the specific individual involved. Telling someone else will cause a negative undercurrent and will not solve the problem. However, you should go to the principal if you cannot work out the situation in an acceptable manner.

The principal is responsible for school policy and the teachers. If after meeting with the principal you are still not satisfied that the situation has been resolved, the next step in the appeal process is to write a letter of appeal to the LCS Advisory Council.

# **ACADEMIC INFORMATION**

## **ACADEMIC LEVELS**

Lifestyle Christian School consists of the Elementary School and the Secondary School. The Elementary School is made up of Kindergarten and 1<sup>st</sup> through 5<sup>th</sup> grades. The Secondary School is comprised of the Middle School (Grades 6-8) and the High School (Grades 9-12).

## **CURRICULUM**

Lifestyle Christian School uses nationally recognized curricula that reflect Biblical truth for all classes. Our scope and sequence and curriculum guides are reviewed for alignment with the requisite Texas Essential Knowledge and Skills (TEKS) by course and grade level. All curricula are evaluated regularly by staff and administration to ensure the highest standards for our students.

LCS uses several curriculum providers including:

- Abeka Book
- Apologia

- Bob Jones University Press
- Notgrass History
- Pearson
- Purposeful Design

## **DUAL CREDITS**

Junior and senior students may take courses at Lone Star Community College to earn dual credit hours. College courses may be taken online or at one of the Lone Star campuses. Many colleges accept these courses as transfer credit. Students are encouraged to confirm potential transfer credits with their prospective colleges. Students and their parents are responsible for entrance tests, registration, books, and all necessary fees to Lone Star Community College. Once registration is complete, a copy of the student's course load must be submitted to the LCS office.

It is the student's responsibility to submit final course grades to the school office to be added to his or her transcript. Dual credit classes are weighted grades and will receive one extra grade point in the GPA calculations. An approved 3-hour college course will typically satisfy the requirements for a full credit in high school.

## **EARNING HIGH SCHOOL CREDITS**

Each semester course earns a one-half credit. Full year courses earn one-half credit per semester. Full credit will be given based off the final grade average at the end of the year. Students may recover credit for the spring semester by earning a passing grade in a course taken during the summer immediately following that semester. If the student does not enroll in summer school, he or she will repeat the entire course in a subsequent school year.

## **EXTRACURRICULAR PARTICIPATION**

Extracurricular activities are designed to support the overall student learning experience. Academic pursuits are the primary focus of an education at Lifestyle Christian School, but to support the development of our students physically, emotionally, socially and spiritually, we have a variety of activities built into our programming. From athletics to performing arts, service projects to class trips, extracurricular activities are designed to enhance the LCS experience. The privilege of participation in extracurricular activities is dependent upon student conduct, grades, and attendance standards. Extracurricular opportunities and expectations will be presented to students and parents throughout the school year.

## FINAL EXAMS

Finals testing for high school students will be the last four days of each semester. Final exams are a weighted factor of the overall semester grade.

Seniors may qualify to be exempt from finals if they have at least a 90 average in a class with five or fewer absences in that class.

## GRADING SCALE

### Kindergarten

K-5 grades are based on skills mastery. The following table provides an explanation of these grades:

E	Excellent
G	Good
S	Satisfactory
N	Needs Improvement

### Elementary/Secondary

The following table represents the letter grades assigned to numerical averages at Lifestyle Christian School:

A	89.5-100
B	79.5-89.4
C	69.5-79.4
F	Below 69.5

## GRADUATION REQUIREMENTS

Lifestyle Christian School follows the guidelines created by the Texas Education Agency (TEA) for high school graduation requirements. Lifestyle follows the TEA Distinguished Level of Achievement graduation plan. Our graduates will complete the Foundation High School Program (22 high school credits) along with a Multi-Disciplinary endorsement (4 additional credits). This will open a world of educational and employment opportunities for our students. All high school students are required to take a Bible course each year they are enrolled at LCS. In order to graduate from LCS, seniors must take a minimum of 4 academic classes at LCS during their 12<sup>th</sup> grade year.

## HOMEWORK

Homework is routinely required of all students, as assigned by the teacher. The purpose of homework is to provide reinforcement and extra practice, to supplement classroom instruction,

and to teach good study habits. Homework assignments and grades may be viewed through the parent portal in RenWeb.

## **HONOR GRADUATES**

To qualify as an honor graduate, including valedictorian and salutatorian, a student must attend LCS for the entirety of his or her junior and senior years. Honor graduates must earn a minimum of 12 credits from LCS including 4 academic credits during the senior year. Honors are awarded based on GPA. Numeric averages from core classes will be used if more data is needed to confirm the valedictorian and salutatorian. At Lifestyle Christian School we do not report class rank other than valedictorian and salutatorian.

## **HONOR ROLL**

Two levels of academic achievement will be recognized per semester grading period:

A Honor Roll—Student must have *A*'s in all subjects

A-B Honor Roll—Students must have at least a *B* in each subject and a 90 average

## **HONOR STUDENT ASSOCIATION**

High School students may qualify for the ORUEF Christian Honor Student Association. Students will be considered as candidates if they meet the following criteria:

- Exhibit excellence in academics, spiritual life, social life, and community activities
- Have at least a 3.5 GPA through the current year, with no *C* during the current year
- Have been recommended by a faculty member or the administration
- Must have good character and conduct
- Must be in attendance the entire semester

New members are chosen and inducted into the Honor Association during the spring of each school year.

## **PROBATION**

Any grade below 69.5 after the first report card will result in the student being placed on academic probation. Any student who is on academic probation may not participate in extracurricular activities including contests, competitions, field trips, programs, practices, and student-led chapel activities. Academic probation may prevent a student from re-enrolling for the following school year, per review of the LCS Advisory Council.

## **REPORT CARDS AND PROGRESS REPORTS**

Progress reports are emailed to parents at the approximate midpoint of each quarter to give parents and students an assessment of academic development. Report cards are issued at the end of each nine-week grading period. It is recommended that parents view grades on RenWeb on a regular basis to stay informed of their student's progress and performance.

## **STANDARDIZED TESTING**

All 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade students will take the PSAT in the fall of each year. There is a \$50 testing fee for the PSAT which is included in tuition. Test scores are sent to parents at the end of the fall semester. This is the National Merit Qualifying test for 11<sup>th</sup> grade students.

All kindergarten through 11<sup>th</sup> grade students are assessed using the Stanford Achievement Test Series in the spring of each year. Test scores are used for curricular decisions and programming. Results of the test are provided to the parents, shared with the teachers, and a copy of the results is placed in the student's permanent school file.

## **TRANSFER CREDITS**

Administrative approval must be granted for any graduation credits earned at other schools. This typically takes place during the admissions process for high school students.

# **ADMISSIONS**

## **ADMISSIONS CHECKLIST**

The following is a list of required forms for completing the admissions process for new students:

- Administrator/Counselor Recommendation
- Birth Certificate
- Character Reference Letter
- Immunization Records
- Pastor Reference Letter
- Previous School Records, if applicable
- Special Education Documentation, if applicable

## **ADMISSIONS POLICY**

Lifestyle Christian School is committed to Christian education, and we believe a successful Christian education is a partnership between school, church, and home. LCS is a discipleship school.

For a student to be eligible for admission or re-enrollment the family must be professing Christians, active members of a local, Christian church, and must support the values and beliefs of LCS as stated in our handbook. LCS reserves the right to decline admission or re-enrollment of any student at the sole discretion of the school.

Acceptance of a transfer student is based upon a good standing with the institution in which the student was previously enrolled as well as academic performance.

## **NEW STUDENT PROBATION**

New student enrollment is considered probationary during his or her first semester of school. This implies that the student will display Christian character in attitude and conduct, and meet academic standards during the first semester of attendance. Failure to meet the probationary requirements may result in dismissal or re-assignment.

## **RE-ENROLLMENT**

Re-enrollment takes place during the spring of each school year. This is an online process through RenWeb.

## **TRANSFER STUDENTS**

Lifestyle Christian School only accepts high school students at semester breaks or within the first two weeks of a semester's beginning. Secondary students should have passing grades on their report cards for the semester averages. Under special circumstances, this policy may be reviewed by the administration.

## **ATTENDANCE**

Class attendance is an essential component of a Lifestyle Christian School education. Punctual attendance is both expected and required.

## **ABSENCES**

Texas education code mandates class attendance. Students who miss more than nine days in a class during a semester may not receive credit for that course. Both excused and unexcused absences count against this number. Absences for school sponsored activities will not count against the state mandated percentages.

Families with extreme or extenuating circumstances (prolonged illness, severe accident, unexpected surgery, etc.) may appeal for alternate classroom credit. LCS may or may not be able to accommodate every situation.

Because of the commitment that extra-curricular activities require, students with excessive absences may not be able to participate in these events. In order to participate in after school activities, students must attend all classes on the day of the event.

## **CHECK-IN AND CHECK-OUT PROCEDURES**

Any student arriving late for school or leaving before the 3:15 afternoon bell will need to be checked in or out at the front office. Parents will need to notify the office by phone call or email when a student is to leave early with anyone other than the custodial parent or guardian. Students missing more than fifteen minutes of a class due to late arrival or early departure will be counted as absent for that period.

## **EXCUSED AND UNEXCUSED ABSENCES**

The notation of an absence as excused or unexcused may determine whether missed assignments and grades can be made up. Absences for doctor appointments and other pre-planned events should be scheduled through the school office in advance to qualify as excused.

Parents are asked to contact the school office by 9:00 on mornings when unexpected absences occur (email: [office@lifestyleconroe.org](mailto:office@lifestyleconroe.org) or phone: 936-756-9383) to classify the absence as excused. Absences that are not communicated to the school office by the parent within three (3) days will be counted as unexcused.

## **PERFECT ATTENDANCE:**

A student receives perfect attendance when the student attends school 100 percent of the total days of school.

## **MAKE-UP WORK**

It is the student's responsibility to arrange to make up missed work. In the event of a pre-planned absence, the student should make arrangements with the teacher prior to the day of absence for any assignments that will be missed.

Students will typically be allowed two additional days to make up each day's missed work. Extended absences due to extenuating circumstances will be considered on a case by case basis.

## **TARDINESS**

The tardy bell rings at 7:55 each morning. Students are expected to arrive at school in time to be in their seats and ready for class when the tardy bell rings. There are five minutes between class periods in the secondary school. Students not seated and ready when the class tardy bell rings will be counted tardy for that class period. Parents will be notified after the 5<sup>th</sup> tardy and a parent conference will be required to resolve the issue. Once a student reaches their 7<sup>th</sup> tardy, an after-school detention occurs for a \$25.00 fee. All unexcused tardiness will count toward absences. Every four unexcused tardiness will be considered an absence.

## **CONDUCT AND DISCIPLINE**

Lifestyle Christian School serves as an extension of the Christian home, and in partnership with the local church, in the mission of training up Christian students whose lifestyles reflect Biblical standards. We are a discipleship school, endeavoring to shape and form the hearts and minds of our students to produce Christian character. Together the teachers, parents, and administrators form a support structure for each child—to assist, direct, and correct as needed – as he or she grows and matures in life.

LCS reserves the right to change or interpret policies and procedures at any time with or without notice. The handbook does not constitute any expectation of enrollment in future years. LCS may suspend or dismiss during the school year or decline to reenroll any student who is not fulfilling the expectations of LCS, as determined by the LCS Advisory Council. LCS also may suspend or dismiss during the school year or decline to re-enroll any student whose enrollment is deemed by the Advisory Council not to be in the best interests of LCS or whose parents are deemed by the Advisory Council not to support the mission, philosophy, expectations, and/or rules of LCS.

## **ADVISORY COUNCIL**

Lifestyle Christian School recognizes that some issues may not be referenced in the handbook. In these cases, or in differences in interpretation, and for non-typical offenses (see offense list), the LCS Advisory Council will render decisions that consider the best interests of both the student and the school.

## **DISCIPLINE OBJECTIVES**

The goal of discipline in a school setting is:

- to ensure the safety and security of everyone at the school
- to support and protect a quality learning environment
- to foster Christian character and support Biblical mandates
- to encourage positive behavior and to correct behavior that disrupts
- to teach respect for authority, for other students, for oneself, and for property
- to train students to be self-disciplined and Spirit-led in their everyday decisions

## **GOVERNING DISCIPLINARY BOARD**

- Pastor Fridge and Church Advisory Board
- Principal
- Administration
- LCS Advisory Council
- Teacher

## **DISCIPLINARY PROCEDURE – TYPICAL OFFENSES**

- Each infraction must be documented in RenWeb.
- All documentation in RenWeb is automatically sent to parents.

Below shows the disciplinary steps per offense/infraction:

1. Verbal Warning
2. Teacher Write-Up and Student Conference with Administration
3. Family Conference with Administration
4. Probation and After-School Detention
5. Off-Campus Suspension
6. Expulsion

Students who receive multiple warnings for different infractions throughout a school day will be contacted by the Administration. After a third infraction write-up, students are subject to suspension for the day.

## **DISCIPLINARY PROCEDURE – NON-TYPICAL OFFENSES**

- Non-typical offenses do not follow the same procedures as typical offenses.
- The steps below may not go in the prescribed order. For instance, a write up may not occur until after the student has met with the Administration if the situation has not allowed the writer to do so.
- The following details a disciplinary procedure that may all occur at the same time; for instance, a student may commit a non-typical offense and must immediately meet with the Administration who automatically places student on probation, notifies parents the same day, and administers punishment.
  1. Write up and student or family conference with Administration
  2. Probation & appropriate level consequences (see Offense List)

## **DETENTION**

Administration will administer detention for non-typical offenses and at their discretion.

- Morning Detention
  - Morning detention will occur before classes begin from 7:00 am – 7:30 am.
  - Students must pay a \$50 fee for teacher/admin supervision.
- After-School Detention
  - Student will pay a \$50 fee for teacher/admin supervision.
  - Student will complete work at a 70% grade rule.
  - Student will complete a short 1-page essay on actions and consequences.
  - Student may not have contact with other students and may not use technology (headphones, cell phone, etc.).

## **SUSPENSION**

The Administration will administer suspensions for non-typical offenses and at their discretion.

- Off Campus Suspension
  - Student may not compete in extracurricular activities.
  - Student will complete work at a 70% grade rule.
  - Student must complete major grades upon return.
  - Assignments due during OCS must be sent electronically or brought to the front office by the due date.

## **DISCIPLINARY PROBATION**

1. The Administration will notify the student and his/her guardians/parents upon placement of disciplinary probation and will inform them of the 2-week probationary period.
2. The student will not be eligible to receive any school awards/honors during the probationary period.
3. The student will neither represent LCS in any way nor participate in extracurricular activities including contests, competitions, field trips, programs, practices and student-led chapel activities.
4. Seniors on disciplinary probation will lose exemption status for finals if dates correspond to the probationary period and may lose all privileges accorded to seniors.
5. Any offenses committed during the probationary period will be immediately brought before the Administration with an option for detention, suspension, or expulsion. For typical offenses committed during this period, the policy may follow the Typical Offenses Procedures pending the Administration's approval.

## **LIST OF OFFENSES AND CONSEQUENCES**

### **TYPICAL OFFENSES**

*Follows the disciplinary procedures for typical offenses*

- Cell phone seen or heard in class
- Unauthorized cell phone or headphone use
- Dress code violations
- Disrupting or disturbing class/assemblies
- Unprepared for class
- Failure to follow classroom rules
- Unauthorized eating or drinking
- Chewing gum on campus
- Sleeping in class
- Unauthorized use of technology

### **NON-TYPICAL OFFENSES**

*Disciplinary Probation and Detention*

- Inappropriate language (including racial, sexual, or insensitive remarks)
- Inappropriate displays of affection
- Negligence or carelessness that imperils the wellbeing of self or others
- Disrespect or open defiance to a teacher or other school official
- Lying or dishonesty

- Rebellious conduct or insubordination

## **NON-TYPICAL OFFENSES – LEVEL II**

*Disciplinary Probation and Detention or Off-Campus Suspension*

- Theft or stealing
- Vandalism
- Cheating, unauthorized copying, and/or plagiarism
- Truancy or skipping class or leaving campus without permission

## **NON-TYPICAL OFFENSES – LEVEL III**

*Disciplinary Probation and Off-Campus Suspension or Expulsion*

- Fighting, assault, or threat of harm
- Verbal and/or physical or sexual harassment toward another student
- Bullying, cyber bullying (including social media), hazing
- Sexual immorality, including but not limited to sexual acts, innuendo, sexting or pornography
- Possession, usage, or distribution of tobacco, alcohol, or drugs
- Firearms, weapons, or contraband at school

# **DRESS CODE**

## **DRESS CODE PHILOSOPHY**

All dresswear, whether during school hours or on campus for extracurricular activities, must be modest, appropriate, and adhere to all guidelines set forth by LCS. The dress code should be in keeping with a professional or business style; meaning, all shirts are tucked in, clothes must be neat and unwrinkled, and dress must not be inappropriately distracting in nature to others around them.

Dress code is subject to change, and a notice will be sent out in the event of this occurrence. Teachers and Administration may use discretion when warning students about dress code.

## **ELEMENTARY (K5-5<sup>th</sup> Grade) DRESS CODE**

<b>Boys</b>		
Shirts	Polo (royal blue, white, charcoal gray, orange) Solid with no logo or LCS logo	available at most major retailers (shirts must be tucked in always)
Pants	Uniform Style Pant (navy or khaki)	available at most major retailers
Shorts	Uniform Short (navy or khaki)	no more than 2 inches above the knee
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days
Belts	Required with belt-looped pants or shorts (solid brown or black belts)	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal blue or charcoal gray)	worn over uniform shirt
Undershirts	Long-sleeve, solid color (royal blue, white, or charcoal gray)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	Conservative style, natural color, worn off the collar, no ponytails or buns (Hair not to be below the eyebrows. No faddish styles. Administrative discretion.)	
Jewelry	No jewelry or piercings	
Field Trips	LCS field trip shirt	available through the LCS office

<b>Girls</b>		
Shirts	Polo (royal blue, white, charcoal gray, orange) Solid with no logo	available at most major retailers (shirts must be tucked in always)
	Peter Pan collar (white)	must be worn under jumpers available from Land's End website*
Pants	Uniform Pant (navy or khaki)	available at most major retailers
Shorts	Uniform Short (navy or khaki)	no more than 2 inches above the knee
Skirts or skorts	Navy, khaki, or charcoal gray	no more than 2 inches above the knee available from Land's End website*
Jumpers	LCS plaid (from previous years) navy, khaki, or charcoal gray	no more than 2 inches above the knee available from Land's End website*
Legwear	Black tights or black ankle length leggings may be worn under skirts or jumpers	
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days
Belts	Required with belt-looped pants or shorts (solid brown or black belts)	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal blue or charcoal gray)	worn over uniform shirt

Undershirts	Long-sleeve, solid color (royal blue, white, or charcoal gray)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	natural color, neat and out of the eyes	
Jewelry	Pierced earrings	
Field Trips	LCS field trip shirt	available through the LCS office

## SECONDARY (6<sup>th</sup>-12<sup>th</sup> Grade) DRESS CODE

Young Men		
Shirts	Polo (royal blue, white, charcoal gray, orange) Solid with no logo	available at most major retailers (shirts must be tucked in always)
Pants	Navy or khaki (no jeans)	available at most major retailers
Shorts	Hemmed Navy or Khaki dress or casual shorts (no denim or athletic)	no more than 2 inches above the knee
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days
Belts	Required with belt-looped pants or shorts (solid brown or black belts)	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal blue or charcoal gray)	worn over uniform shirt
Undershirts	Long-sleeve, solid color (royal blue, white, or charcoal gray)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	Conservative style, natural color, worn off the collar, no ponytails or buns	
Body Art	No visible tattoos or piercings	
PE Uniform	Uniform via online store (Shorts no more than 2 inches above the knee)	

Young Ladies		
Shirts	Polo (royal blue, white, charcoal gray, orange) Solid with/without logo	available at most major retailers (shirts must be tucked in always)
Pants	navy or khaki (no jeans or leggings)	available at most major retailers
Shorts	Hemmed navy or khaki dress or casual shorts (no denim or athletic)	no more than 2 inches above the knee
Skirts	Navy, khaki, or charcoal gray	no more than 2 inches above the knee available from Land's End website*
Legwear	Black tights or ankle length leggings may be worn under skirts	
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days

Belts	Required with belt-looped pants or shorts (solid brown or black belts)	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal blue or charcoal gray)	worn over uniform shirt
Undershirts	Long-sleeve, solid color (royal blue, white, or charcoal gray)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	natural color, neat and out of the eyes	
Jewelry	Pierced earrings	
Body Art	No visible tattoos	
PE Uniform	Uniform via online store (Shorts no more than 2 inches above the knee)	

## SCHOOL SPIRIT DAYS

Fridays are typically School Spirit Days at Lifestyle Christian School. On these days, students may wear jeans and an approved Lifestyle Christian t-shirt. Spirit wear must follow the guidelines listed above. A student may wear his or her regular uniform as an alternative to spirit wear but may not wear a combination of uniform and Spirit-Day wear.

Students who have participated in TAPPS events may wear approved TAPPS T-shirts with jeans on the last Friday of each month. All other dress code guidelines must still be followed.

## SCHOOL-SPONSORED ACTIVITIES AND EVENTS

Dress code guidelines apply to all Lifestyle Christian School activities and events, including trips, games, and functions. Whether the event is more formal or more casual, the standards for length and fit do not change. Please, keep in mind the definitions of modest and appropriate and choose clothing that reflects the values of LCS.

# FINANCIAL INFORMATION

## BEFORE & AFTER SCHOOL CARE

Lifestyle offers Before & After School Care for all grade levels as a service to our families. There is a \$25.00 one-time registration fee per family, a \$5.00 daily charge, per student for before school care, and a \$15.00 daily charge, per student for after school care.

School dismisses at 3:15 each day. All students not picked up by 3:45 will be placed in After School Care, and charges will be added to their student account.

All students should be picked up from After School Care by 6:00 PM. A \$20 charge per child will be added after 6:00 and at each 15-minute increment thereafter until the student is picked up.

## **CREDIT AND DEBIT CARD FEES**

At Lifestyle Christian School, we value the convenience of using credit and debit cards to make payments. However, there are fees associated with such charges. Texas state law allows Christian schools to pass on to families any charges and/or fees associated with using credit or debit cards to make tuition payments. LCS reserves the right to add fees and charges to cover credit/debit card fees as they accrue.

## **DONATIONS**

Lifestyle Christian School is a non-profit organization. Although tuition is allocated, LCS operates on the faith principle, and some expenses are met by donations and gifts. Non-designated gifts are tax deductible and gratefully accepted.

## **FEES**

All registration, enrollment, and student fees are NON-REFUNDABLE and must be paid in full before a student is fully enrolled.

Athletic fees will be charged per student and by sport according to the Athletic Handbook. Students must be current on registration, enrollment, and student fees and on tuition payments before athletic fees may be accepted.

Lunch charges and After School Care fees will be added to student accounts as accrued and are payable immediately.

## **LOSS/DAMAGE TO SCHOOL PROPERTY**

Any cost to repair or replace school property that is lost or damaged by a student, regardless of intent, will be allocated to his/her account. This includes textbooks which have been lost, misplaced, or damaged.

## **LUNCH CHARGES**

Failure to pay lunch charges in a timely manner may result in the loss of hot lunch privileges. Please refer to the Cafeteria Handout for other lunch details.

## **RETURNED CHECKS**

There is a \$30 charge for any returned check.

## **TUITION PAYMENTS**

All tuition fees are to be paid by the month, semester, or year, as agreed to by the parents, for a student to remain in Lifestyle Christian School. Monthly payment plans will be set up through FACTS®, and bank drafts will be made on the 5<sup>th</sup> or 20<sup>th</sup> of each month. Past due accounts may prevent students from participating in extracurricular activities. Late fees may accrue for delinquent accounts. Failure to make timely payments, or payment arrangements, may lead to student dismissal from the school.

## **WITHDRAWAL**

Lifestyle Christian School hires faculty based on enrollment contracts. Parents of students who withdraw or are dismissed from LCS are still financially responsible for annual tuition payments and fees accrued regardless of the exit date. Appeals may be made to the school Advisory Council for extenuating circumstances such as relocation out of the area or prolonged illness.

# **GENERAL SCHOOL INFORMATION**

## **ARRIVAL/DISMISSAL PROCEDURES**

*The safety of our students, staff, and volunteers is a priority; therefore, a 10 mile per hour speed limit is required on the LCS campus.*

### **All Grades**

- Early morning drop-off begins at 7:00 AM. Students arriving at school must stay with their parent/guardian until the building opens at 7:00. Drop-off from 7:00-7:30 will be at the side of the school adjacent to the cafeteria. Please park in the parking spots nearest these doors or loop around the back of the school building to drop off your children.
- At 7:30, morning drop-off will be at the front of the school at the covered drive entrance.

### **Elementary (K5-5<sup>th</sup> Grade)**

- Parents choosing to walk their students into the building should park in the south parking lot so that they do not block the flow of traffic.

- The tardy bell rings at 7:55. After this time, parents will be asked to sign their students in at the school office so the student may receive a pass to class.
- When school is dismissed at 3:15, the elementary classes will gather in the front lobby.
- Parents/guardians should follow the designated traffic pattern for after school pick-up at the front of the building.
- Teachers/volunteers will facilitate the pick-up process. Please, be alert to the directions they give each afternoon.

### **Secondary (6<sup>th</sup>-12<sup>th</sup> Grade)**

- If a student is driving his or her own vehicle to school, he/she should park in the south parking lot in the designated student area so that he/she does not block the flow of traffic. These students must enter through the front doors of the school building.
- The tardy bell rings at 7:55. After this time, students must stop by the office to sign-in and receive a pass to class.
- School is dismissed at 3:15. Student drivers may leave at this time and are expected to drive with caution and to be attentive to other cars on the campus.
- Students who are not driving will gather in the cafeteria.
- Students with elementary siblings will gather in the cafe to be picked up with their siblings at the front of the building.
- Parents picking up secondary students only will drive behind the building and pick up their students at the cafeteria doors.

### **Safety Considerations:**

- Please follow all instruction given by Campus Security, Faculty, and Volunteers
- Do not block any driveway
- Do not leave cars unattended in line
- Do not pass another vehicle while in line to drop-off or pick-up
- **State Law prohibits cell phone use in the school zone**
- Follow all laws pertaining to child safety car seats and seatbelts

### **BEFORE & AFTER SCHOOL CARE**

Lifestyle offers Before and After School Care as a service to our families. Before School Care is from 7:00 to 7:30 AM. After School Care is from 3:45 to 6:00 PM. This service is not provided on days with early dismissal.

### **BIRTHDAYS**

Parents are encouraged to celebrate their student's birthday with their classmates. The parent should coordinate with the classroom teacher any plans for snacks or activities. Homemade snacks may not be served to the class. It is preferred that any snacks be served at the end of the

day and not during the lunch period. Parents are responsible for all paper goods, for serving the refreshments, and for additional clean up as needed at their child's celebration. Birthdays should be limited to the student's classmates.

Invitations to personal birthday parties may not be distributed at school unless all classmates are invited when appropriate.

## **BREAKFAST**

Students may purchase breakfast items in the Cafeteria between 7:00 and 7:40 each morning. These items are to be eaten in the cafeteria and may not be taken to the classroom or into the hallways.

## **CALENDAR**

The school calendar may be found on the school website and on RenWeb. The calendar is subject to change, and changes will be communicated as calendars are updated.

## **CELL PHONES/HEADPHONES/ELECTRONIC DEVICES**

Cell phone usage is a privilege. While we value them as tools for study and for social engagement, we reserve the right to limit cell phone usage during the school day.

### **Elementary**

K5-5<sup>th</sup> grade students are not permitted to have cell phones with them during the school day. Students may not use headphones during school hours, including lunch.

### **Secondary**

6<sup>th</sup>-12<sup>th</sup> grade students are not permitted to have cell phones in the classroom. Cell phones must remain in the student's locker during class. Students may use their phones during lunch except when instructed otherwise. Teachers may disallow cell phone use at their discretion. Students may not use headphones during school hours, including lunch.

### **Unauthorized Cell Phone or Headphone Use**

Please see the list of Non-Typical Offenses under "Discipline." In addition to these consequences, there will be a \$50 fine for retrieving cell phones or headphones that have been confiscated.

## **CHANGES IN POLICY**

Lifestyle Christian School retains the right to make revisions to any policy. Written notice will be provided to families if such changes should occur within a school year.

## **CHAPEL**

Chapel is an important part of who we are at Lifestyle Christian School. Our chapel services allow our students and staff to worship together. Each week, a staff member or a guest will share God's Word with the students. Chapel is a time to reflect and remember that we put God first in everything we do.

Parents are welcome to join us in our chapel services. Please, sign-in at the school office and get a visitor's badge. Parents are asked to sit in the back of the sanctuary.

## **CLASS PARTIES**

There will be occasions for parties throughout the year. Parents are invited to participate and may be asked to furnish items or to help supervise the activities.

Elementary parties will normally occur at the end of the school day. Secondary parties will be scheduled and organized by the teachers. Students will not be permitted to leave class to attend another class's party.

## **CUSTODIAL ARRANGEMENTS**

In the event of a court order regarding custodial arrangements for a student, Lifestyle Christian School must be provided with a current copy of the order for the student's file. Parents and guardians are expected to follow any court order pertaining to the student. If a situation occurs in which the custody or possession of an LCS student is in question, a school representative may call 911 and request an officer to resolve the dispute.

## **DISTRIBUTION OF OUTSIDE LITERATURE, SALES, OR ADVERTISEMENTS**

Parents or students must obtain approval from administration before distributing any literature or before the sale of any products on school campus.

## **DOCUMENT REQUESTS**

When requesting forms such as recommendation letters, transcripts, or other school records, please allow one week for the school office to complete the request(s). No documents will be processed or released if any delinquent tuition payments of other fines/debts are unsettled.

## **ELEMENTARY RECESS**

Students are provided with outside recess times unless weather conditions are unfavorable. Please check the daily weather to ensure your student is dressed appropriately. Students are expected to follow all playground rules/procedures provided by their classroom teachers.

## **EMERGENCY DRILLS**

As part of a crisis management plan, students and faculty regularly practice fire, intruder, and tornado drill procedures. All students are expected to follow the instruction and direction of their classroom teacher(s). Students are expected to take all drill procedures seriously and to participate in a cooperative manner.

## **EMERGENCY SCHOOL CLOSING**

Occasionally, emergency conditions make it necessary to close school. In most cases, this will be due to weather related conditions that make the roads impassable or unsafe. Emergency closing information will be posted on the school website and will be sent through RenWeb's Parent Alert System. The decision to close school will rest with the administration. Lifestyle Christian School will follow both Conroe ISD and Willis ISD closing schedules for emergency conditions.

## **FIELD TRIPS**

Throughout the school year, classes will take field trips to enhance their educational experience. These outings are privileges for students that might be earned by demonstrating appropriate academic and behavioral objectives in the classroom. A pattern of unfavorable behavior or academic achievement may prevent your student's participation on field trip days. Parents will be notified if the teacher and principal deem their student ineligible to attend. Parent chaperones may be invited to participate in field trips. However, the teacher will retain the responsibility to exercise authority in the administration of supervisory and disciplinary measures during the trip. Background checks will be required of all field trip chaperones.

## **LOCKERS**

Lockers and locks are provided for all 4<sup>th</sup>-12<sup>th</sup> grade students. Lockers and locks are issued to students for storage and security of school issued materials as well as the student's personal property. All locks should remain on the assigned lockers. If the lock is not being used LCS accepts no responsibility for damage or loss to the contents of the lockers. Locks must be returned at the end of the school year. A fee of \$10 will be charged for lost or missing locks.

Gym bags must be stored in the locker rooms. Nothing should be placed on top of the lockers. LCS reserves the right to search all lockers as needed. Please refer to the section titled "Search and Seizure."

## **LOST ITEMS**

Please, label all your student's personal belongings such as clothing, lunch boxes, school supplies, and backpacks. All items placed in the Lost and Found may be claimed before school or at a time designated by the school personnel. Articles in the Lost and Found are subject to disposal after a determined length of time. Lost items will not be held over the summer months.

## **LUNCHES**

Lifestyle Christian School offers an optional hot lunch program. A monthly menu is provided online or through the classroom, and students are required to pre-order. Students may bring their lunches on any day. Drink and snack machines are available to secondary students. Microwaves are located in the dining area for students to use. Students are not allowed to use the refrigerators in the hospitality area or in the café.

All food and drinks must be consumed in the cafeteria and may not be taken back to their lockers or classrooms.

Students are not allowed to leave campus to pick up lunch, unless they have earned this as a privilege from the administration.

## **MESSAGES/TELEPHONE USAGE**

All telephone calls and messages to students or teachers should be directed to the school office. Please, refrain from texting and calling students or teachers on cell phones during the school day. Class time will not be interrupted except in the case of an emergency.

## **PETS**

No animals/pets are allowed on school campus during school hours unless permission is given by administration.

## **PICTURES**

Individual and group yearbook pictures will be taken in the fall of each year. Kindergarten and senior cap and gown pictures will be taken in the spring, along with casual individual pictures. Notification of the dates and costs will be provided in advance.

## **PHOTOGRAPHY/VIDEO RIGHTS**

Lifestyle Christian School may take, use, and publish photographs and video of a student unless the parent/guardian has requested the student not be published.

LCS has the final approval on the finished product and how it will be used. Photographs and videos will be for LCS use only.

## **RENWEB**

RenWeb is a secure student information website that manages all school related evidence for each student. Each parent/family has a personal account that allows constant access to all student data such as attendance records, progress reports, homework assignments, and behavior reports. RenWeb also provides parents with complete access to all school related calendar activities and events. Parents are asked to check their RenWeb accounts regularly to view academic progress of their student and to update any changes in contact information. Please check the appropriate box if you would like your contact information to remain private.

## **SCHOOL HOURS**

- Early morning drop-off begins at 7:00 AM. Students arriving at school must stay with their parent/guardian until the building opens at 7:00.
- The regular school day begins at 7:55 AM and lasts until 3:15 PM Monday through Friday.
- Afternoon pick-up is from 3:15 PM to 3:45 PM.
- After School Care begins at 3:45 PM and lasts until 6:00 PM.

## **SEARCH AND SEIZURE**

Lifestyle Christian School administration reserves the right to conduct a search if reasonable suspicion warrants. Searches of a student's locker, possessions, cell phones, outer clothing, or vehicles may be conducted when there is reasonable suspicion. Justification for the extent of the search is related to the corresponding seriousness of the problem (alcohol, drugs, pornographic materials, weapons, stolen items, etc.)

## **SPORTS**

Lifestyle Christian School is a member of Texas Association of Private and Parochial Schools (TAPPS). Refer to the Athletic Handbook for specific guidelines.

## **STUDENT DRIVERS**

Licensed high school students providing their own transportation will be assigned a parking area in the south parking lot and must park in the assigned area for the full school term. This parking area will be away from drop-off/loading areas for elementary and secondary students. Before driving to school, the student must submit a copy of his/her driver's license, proof of insurance, license plate number, and make of car to the LCS office.

The speed limit within all school parking areas is 10 MPH. Students who violate this limit may lose the privilege of driving to school.

Students may not loiter either in cars or in the parking areas at any time. If a student needs to go to his/her car during the school day, he/she must get a pass from the school office.

**Students are not permitted to transport other students (non-family member) in their cars without permission of the parents of the driver(s) and passenger(s). The school does not accept responsibility for student drivers or their passengers at any time nor is it responsible for losses, damages, or accidents occurring on the school property. Parents will be notified immediately of any violation of the above safety rules.**

## **STUDENT GOVERNMENT**

Each spring the school administration selects a Student Body President and Vice-President from the junior class representatives to serve the following year. In the fall, students vote for fellow classmates to represent them in the Student Council. The council meets monthly with a staff sponsor to help plan various events and service projects throughout the school year. The council members serve as liaisons to the staff and as leaders in the student body.

## **SUMMER SCHOOL**

Students who fail a subject required for graduation may make up the course in an approved summer school or other approved program. A failed semester will be repeated if not made up in summer school. The student's transcript will show the failed grade and the new grade in order to reflect the student's academic history.

## **TECHNOLOGY RESOURCES POLICY**

## **General Use**

All technology resources at Lifestyle Christian School are the property of Lifestyle Christian School and are primarily designed for educational use in a Christian environment. Technology resources include but are not limited to: computer systems (hardware and software), Smartboards™, furniture, and all related equipment. Users of technology resources have no explicit or implicit expectation of privacy.

LCS technology usage should always reflect Christian character and support a Biblical worldview. Technology resources are not to be used to view, access, or download inappropriate or unapproved apps, images, pictures, videos, music, programs, or websites.

Unauthorized changes to or manipulation of technology resources may be grounds for discipline.

## **Copyright and Plagiarism**

Lifestyle Christian School provides resources for students and faculty to use in compliance with copyright law. When using a portion of someone else's work, or when referring to ideas that were originated by another person, it is essential to properly cite that person as the originator. Plagiarism is illegal and unethical and will not be tolerated at LCS. It is unacceptable to copy, retype, or use large portions of copyrighted materials without the express written consent of the copyright holder.

## **Bullying**

Christian character is the root of all interpersonal interaction. Whether face-to-face or on the internet, bullying and abusive language has no place in a Christian school. Words or actions that are designed to demean, degrade, offend, or otherwise attack another person will not be tolerated. Bullying (including cyberbullying) will be grounds for swift punishment up to and including suspension or expulsion from the school.

## **TRANSPORTATION**

Lifestyle Christian School does not provide transportation to and from school. Parents may want to coordinate and establish carpools to facilitate transportation of the students.

**Teachers and staff are not allowed to transport students in their personal vehicles.**

## **VISITORS**

Lifestyle Christian School is a closed campus. The security of our students is of the utmost importance to us. All visitors must sign in through the school office, submit a photo ID, and wear a visitor's badge always. This includes visitors attending chapel services, visiting a classroom, conferencing with a teacher, having lunch with a student, and other such instances.

Visitors having lunch with a secondary student in the café may only visit with the intended student; additional students may not join the visitor and intended student in the café.

## **VOLUNTEERS**

All volunteers must have a Volunteer Application on file with the LCS office, along with required criminal history and reference checks. Once background checks are complete, the volunteer will be given guidelines for the area in which he/she is assisting.

# **HEALTH/MEDICAL POLICIES**

## **COMMUNICABLE/CONTAGIOUS ILLNESSES**

A student diagnosed with a contagious illness will not be allowed to return to school until the student has been fever-free for 24 hours without the help of medication. A student will not be allowed to return to school who is vomiting or has diarrhea.

The following illnesses will require a physician's written consent to be readmitted to the classroom: chicken pox, fifth disease, impetigo, measles, mumps, pink eye, pinworms, pneumonia, ringworm, scabies, shingles, swine flu, whooping cough.

## **HEAD LICE**

School screenings for head lice may be conducted if the need arises. Students found with head lice will be sent home and allowed to return after they are free of both lice and nits.

## **IMMUNIZATIONS**

Students enrolling must provide immunization records prior to the beginning of the school year or at the time of enrollment.

If a family has chosen not to immunize, we accept one of two state approved waivers:

- An Affidavit Exemption Immunizations Form (valid for 2 years from the date of notarization)
- A doctor's note with explanation

## **MEDICAL EMERGENCY FORM**

At the time of enrollment, all parents must complete the Medical Emergency Form section on Renweb. Parents are responsible for maintaining accurate contact information (e.g. name and phone number of doctor and emergency contacts).

## **MEDICATIONS**

Parents/Guardians must complete the Medication Form before any prescription or non-prescription medicine is administered at school. All medications must be given to the school office and will be administered by the office personnel. All medications must be in original containers and marked clearly with instructions. Prescriptions must have the pharmacy label giving the name of the doctor, medication, and dosage. Students should not have any medications or medical equipment in their sole possession at any time on the school campus. Students may not exchange any medication with other students.

## **PROCEDURE FOR CONTACTING PARENTS**

In the case of small, superficial cuts or minor discomfort due to slight illness, the school office will administer first aid. Documentation of the injury report form or phone call will be provided to the parents.

In the case of major injuries or extreme discomfort due to illness, parents will be notified and asked to collect their student. Such cases include but are not limited to the following: fever above 100 degrees, vomiting, head injuries, broken bones, diarrhea, lacerations requiring stitches, impalements, or unconsciousness.

# HANDBOOK AGREEMENT

I have read and agree to abide by the policies specified in the Lifestyle Christian School Parent-Student Handbook. I understand that ignorance of any of these polices does not excuse me from any consequences that may arise out of non-compliance. In addition, I agree to maintain the standards set forth in the LCS Parent-Student Handbook, both on and off campus.

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<b>Parent Signature</b>	<b>Date</b>
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<b>Parent Signature</b>	<b>Date</b>
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<b>Student # 1</b>	<b>Grade</b>
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<b>Student # 2</b>	<b>Grade</b>
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<b>Student # 3</b>	<b>Grade</b>
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<b>Student # 4</b>	<b>Grade</b>
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	<b>Grade</b>
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# DRESS CODE AGREEMENT

I have read and agree to abide by the policies specified in the Lifestyle Christian School Dress Code. I understand that ignorance of any of these polices does not excuse me from any consequences that may arise out of non-compliance. In addition, I agree to maintain the standards set forth in the LCS Dress Code Agreement.

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<b>Parent Signature</b>	<b>Date</b>
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<b>Parent Signature</b>	<b>Date</b>
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<b>Student # 1</b>	<b>Grade</b>
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<b>Student # 2</b>	<b>Grade</b>
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<b>Student # 3</b>	<b>Grade</b>
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<b>Student # 4</b>	<b>Grade</b>
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	<b>Grade</b>
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# DISCIPLINE AGREEMENT

I have read and agree to abide by the policies specified in the Lifestyle Christian School Discipline policies. I understand that ignorance of any of these polices does not excuse me from any consequences that may arise out of non-compliance. In addition, I agree to maintain the standards set forth in the LCS discipline section, both on and off campus.

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<b>Parent Signature</b>	<b>Date</b>
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<b>Parent Signature</b>	<b>Date</b>
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<b>Student # 1</b>	<b>Grade</b>
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<b>Student # 2</b>	<b>Grade</b>
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<b>Student # 3</b>	<b>Grade</b>
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<b>Student # 4</b>	<b>Grade</b>
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	<b>Grade</b>
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