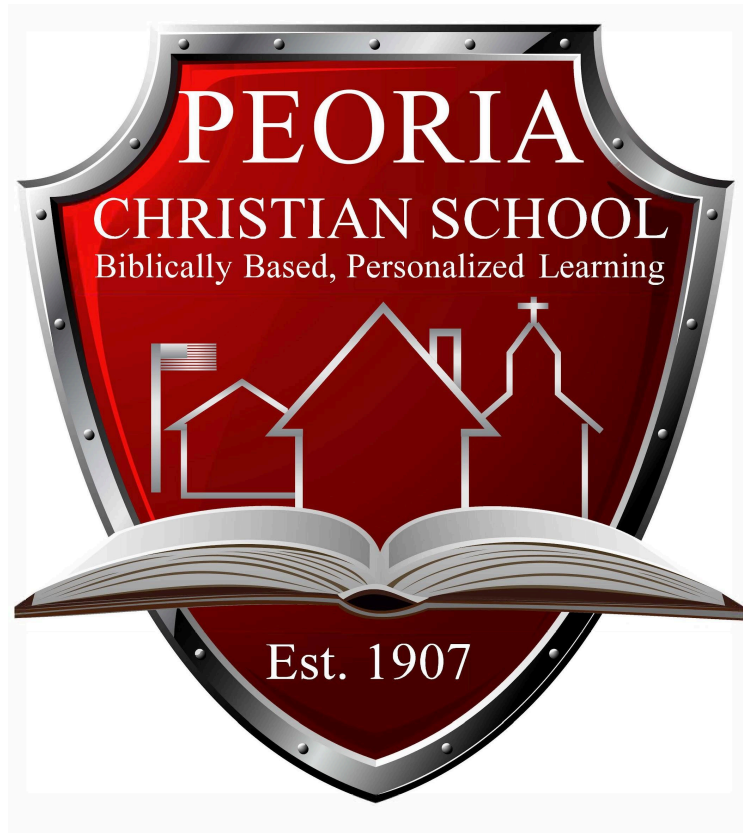


# Peoria Christian School



## Parent & Student Handbook

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## **TABLE OF CONTENTS**

<b>TABLE OF CONTENTS</b>	<b>2</b>
<b>DOCTRINAL STATEMENT</b>	<b>4</b>
<b>MISSION</b>	<b>4</b>
<b>VISION</b>	<b>4</b>
<b>STATEMENT OF GOALS</b>	<b>5</b>
<b>ATTENDANCE/ABSENCES</b>	<b>5</b>
<b>ADMISSION</b>	<b>7</b>
<b>ADVANCEMENT POLICIES</b>	<b>7</b>
<b>ASBESTOS NOTICE</b>	<b>7</b>
<b>BEHAVIOR OF STUDENTS / GOOD CONDUCT RULE</b>	<b>7</b>
<b>BUS INFORMATION</b>	<b>9</b>
<b>CALENDAR</b>	<b>9</b>
<b>COMMITTEES</b>	<b>9</b>
<b>COMMUNICATION</b>	<b>9</b>
<b>CORPORAL PUNISHMENT/REASONABLE PHYSICAL FORCE</b>	<b>10</b>
<b>DAMAGE TO SCHOOL PROPERTY</b>	<b>10</b>
<b>DETENTION POLICY</b>	<b>10</b>
<b>DISCIPLINE</b>	<b>11</b>
<b>DRESS CODE</b>	<b>12</b>
<b>EXTENSION OF THE HOME</b>	<b>13</b>
<b>EXTRA-CURRICULAR ACTIVITIES</b>	<b>13</b>
<b>GYM RENTAL</b>	<b>14</b>
<b>HEALTH SERVICES</b>	<b>14</b>
<b>HOMEWORK</b>	<b>14</b>
<b>HOT LUNCH</b>	<b>15</b>
<b>HOURS</b>	<b>15</b>
<b>IMMUNIZATION REQUIREMENTS</b>	<b>15</b>
<b>KINDERGARTEN</b>	<b>15</b>
<b>LEVEL 1 INVESTIGATORS</b>	<b>15</b>
<b>LIBRARY</b>	<b>15</b>

<b>MATTHEW 18 PRINCIPLE</b>	<b>16</b>
<b>MEDICATIONS</b>	<b>17</b>
<b>MEMBERSHIP IN SCHOOL SOCIETY</b>	<b>17</b>
<b>NON-CUSTODIAL PARENTS</b>	<b>18</b>
<b>PARENT-TEACHER CONFERENCES</b>	<b>18</b>
<b>PARTICIPATION</b>	<b>18</b>
<b>PERSONAL PROPERTY</b>	<b>19</b>
<b>RECESS RULES</b>	<b>19</b>
<b>REPORT CARDS</b>	<b>19</b>
<b>SCHOOL BOARD</b>	<b>20</b>
<b>SCHOOL CIRCLE</b>	<b>20</b>
<b>SEARCHERS &amp; SEIZURES</b>	<b>21</b>
<b>STAFF</b>	<b>21</b>
<b>STUDENT/EMPLOYEE RESPECT AND DIGNITY POLICY</b>	<b>21</b>
<b>STUDENT FILES</b>	<b>22</b>
<b>SUBSTANCE ABUSE</b>	<b>22</b>
<b>TECHNOLOGY AND INTERNET USAGE POLICY</b>	<b>22</b>
<b>TELEPHONE</b>	<b>25</b>
<b>TUITION AND FEES</b>	<b>26</b>
<b>VISITORS</b>	<b>26</b>
<b>WEAPONS POLICY</b>	<b>26</b>
<b>WEATHER IMPACT ON SCHOOL: EARLY RELEASE AND SCHOOL CLOSING</b>	<b>26</b>

## **DOCTRINAL STATEMENT**

The following summarizes the beliefs of the school.

1. We believe the Bible to be the inspired, the only infallible, authoritative Word of God (John 20:31; II Timothy 3:15-17; Hebrews 4:12; I Peter 1:23-25).
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit (Matthew 28:19; 3:16, 17; Luke 1:35; II Corinthians 13:14; I John 5:7).
3. We believe:
  - a. in the Deity of our Lord Jesus Christ (John 1:1,2; 10:30; 14:9)
  - b. in His Virgin birth (Matthew 1:23)
  - c. in His sinless life (Hebrews 4:15)
  - d. in His miracles (Luke 1:1-4; John 2:11)
  - e. in His atoning death through His shed blood (John 1:7; Romans 3:23-26; I Corinthians 15:3; Colossians 1:14; Hebrews 10)
  - f. in His bodily resurrection (Matthew 28:6; Romans 1:4; I Corinthians 15:4)
  - g. in His ascension to the right hand of the Father (Luke 24:50, 51; Acts 1:9-11; Ephesians 1:20; Colossians 3:1; Hebrews 4:14; 8:1)
  - h. and in His future personal return in power and glory (Acts 1:11; Titus 2:13)
4. We believe that through Jesus Christ a person becomes a Christian by the gift of faith, and his relationship with God is restored (Revelation 3:20). Through our union with Christ:
  - a. Our sins are forgiven (Isaiah 1:18; Colossians 1:14)
  - b. We are declared righteous (Romans 8:1; II Corinthians 5:21)
  - c. We become children of God (John 1:12; I John 3:1-2)
  - d. A new life with Christ begins (Ezekiel 36:26; John 10:10b; II Corinthians 5:17)
  - e. We are assured of Eternal Life (John 11:25, 26; 17:3; Romans 10:9)
5. We believe in the ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a life pleasing to God (John 16:13-15; I Corinthians 6:19-20; Galatians 5:22-23).
6. We believe in the resurrection of both the Christian and the non-Christian; the Christian to everlasting life, the non-Christian to everlasting punishment (John 5:24-29; I Corinthians 15:20-28; Revelation 20:11-15).
7. We believe in the spiritual unity of believers in the Lord Jesus Christ (Ephesians 4:4; Philippians 2:1-4).

## **MISSION**

The purpose of Peoria Christian School is to seek out and nurture each child's unique potential as an image-bearer of God, so that he/she can meaningfully serve God and others. It endeavors to develop the student's capacity for the enjoyment of the created world in all its cultural richness and diversity. It attempts to educate the total person in his/her emotional, intellectual, physical, spiritual, decisional and creative development.

## **VISION**

Personalized learning to develop a Christ-Centered worldview for the Glory of God alone.

## STATEMENT OF GOALS

The following are the educational goals of Peoria Christian School:

1. To help each child realize that he/she is an image-bearer of God with individual talents and needs.
2. To develop within each child knowledge of, and a sensitivity and responsiveness to, God's Word. The administrator will meet monthly with each teacher to monitor spiritual fruit in students, using monthly PLS meetings.
3. To encourage a love of learning that will continue throughout life.
4. To assist parents in guiding their children in growth toward a living relationship with Jesus Christ as their personal Savior and Lord.
5. To assist each child in developing a set of moral and spiritual values rooted in God's Word.
6. To develop within each child a sensitivity and heartfelt responsiveness to the feelings and needs of those around him/her in the Christian and global community.
7. To teach the child the necessary developmental learning skills that will enable education at a higher level and on into adult life. Education committee monitors this using MAP testing.
8. To develop and maintain a Christian education that meets the goals and objectives established through each accreditation process conducted with CSI (Christian Schools International).

## ATTENDANCE/ABSENCES

Regularity and promptness in attendance at school are vital for the best interests of our children. Reasons include:

1. God expects us to be good stewards of all that we have, in time and possessions. He has given our children a special opportunity each day to learn, grow and explore in a Christian environment. To waste any part of that opportunity would be poor stewardship.
2. Making up work never replaces the full learning experience that takes place in the classroom, on the playground, and throughout school activities. All activities carried out by the school are intended to educate our children, whether it is academically, socially, physically or spiritually.
3. A pattern of attendance and promptness learned in school usually carries over into a person's life following school. Achievements in adult pursuits including Kingdom service are often based on reliability in attendance and promptness.
4. As a school, we assume a major responsibility each day for the safety and well-being of the children. To help us carry out that responsibility, we ask the parents to assist in the following ways:
  - a. Call/email/text your child's teacher(s) by 8:15 AM if your child will not be at school that day due to illness. Verification must be made on the whereabouts of each child.
    - i. Illness:
      1. Colds, flu, and other contagious diseases are a serious issue in a school environment because they can spread so rapidly. We ask parents to keep children home when they show symptoms of illness. Examples, but not limited to, include: fever and upset stomach. If your child shows a fever, upset stomach, vomits, or has diarrhea, you are required to wait 24 hours after the illness passes before coming to school again.
    - ii. After School programs and Events:
      1. If a student is not here by noon on the day of a school event, they will not be allowed to participate in afterschool programs and events.
  - b. If a student is absent for a reason other than illness (medical and dental appointments during school hours should be avoided as much as possible), parents should contact the

- teacher/office in advance or send a note requesting permission to be excused at a specific time. Assignments to be completed will be given to the child if enough notice is given. Assignments should be completed before the student returns to school.
- c. If a student is absent because of illness, the parents should send a written note explaining the absence when the child returns to school.
  - d. Teachers are to be notified a week in advance, if a student is to be taken out of school for a vacation of over two days. Assignments for class during that period are due when they return.
5. No student is permitted to leave the school grounds without a teacher's permission.
6. Absence Policy: We know that bringing up a child works best when the parent and school are working together. We also know that students learn best when they are in school learning from their teacher; however, if your student is sick, please make sure they stay home until they are feeling better. With that being said, we want to keep good lines of communication throughout the year so that we can ensure helping your child when they are at school and days when they are not. So, we are asking each parent to review and sign our absence policy for the 2024-2025 school year:
- An unexcused tardy is arriving to school after 8:30 AM without communication to the **teacher or principal**
  - Three unexcused tardies would equal 1 unexcused absence
  - An unexcused absence is from 3 unexcused tardies or 1 no call no show for an entire school day. Even if you communicate after 8:30 AM that John is sick, it will still result in an unexcused tardy
  - After 3 unexcused absences, there will be a reminder email from the principal about the attendance policy
  - After 5 unexcused absences, students in 3<sup>rd</sup>-8<sup>th</sup> grade will receive detention
  - After 8 unexcused absences, that family will need to meet with the Executive Committee to get back into school
7. Required Attendance for events: Our students work very hard during the school year preparing to showcase their gifts and talents that God has given each one of them. They prepare for programs in Music and Band, in which if they are absent for the performance, would affect others in the program. That is why we are asking all parents to sign our attendance policy for events:
- Required attendance for all student programs include: Christmas program, Grandparent Day, 5<sup>th</sup>-8<sup>th</sup> Spring Concert, Tulip Time, and 8<sup>th</sup> grade Graduation. Students that do not attend, except for an excused absence, would receive a zero for participation in Music for that specific event.
  - Required attendance for all band students include: Christmas Program, Local Fine Arts, Grandparent Day, 5<sup>th</sup>-8<sup>th</sup> Spring Concert, and Tulip Time. Students that do not attend, except for an excused absence, would receive a zero for participation in Band for that specific event.
  - For students in speech events for our Local Fine Arts, he/she would also receive a zero for participation in Language Arts for that specific event.

## ADMISSION

It is the policy of the Peoria Christian School:

1. not to discriminate on the basis of race, national origin, age, gender, or physical disability in its educational programs, activities, or physical employment policies.
2. to provide an appropriate Christian education to all enrolled students. As needed, accommodation plans will be developed for students with handicaps or disabilities that limit one or more life functions. The best interests of the child will be considered in relation to available school resources.

Peoria Christian School, or any department or division within it, will not discriminate in any way on the basis of race or disability with respect to admissions, the use of facilities, the exercising of student privileges, or the hiring of staff. All parents enrolling their child(ren) shall complete all Enrollment Forms including the Statement of Purpose of the school and shall sign the part of the form that acknowledges their reading it.

By sending their children to the Peoria Christian School, the parents submit to the philosophy, policies, and teachings of the school as outlined in the Student Handbook and practiced by the staff. All parents are aware of the necessity of their commitment to payment of tuition, band fees, etc.

## ADVANCEMENT POLICIES

**Grade Advancement Policy:** Any student, with the approval of his/her teacher and the principal, in consultation with the parent(s), may skip a grade level in its entirety if their lexile level is at least one grade ahead of the next grade, the student passes an end-of-course exam in both Math and Reading, with passing scores of 90% or higher, and the student is in the 95th percentile in all subjects that are a part of Map testing.

**Subject Advancement Policy:** Any student, with the approval of his/her teacher and the principal, in consultation with the parent(s), may skip a grade level in any subject by passing the "end of course exam" in the curriculum, with a minimum score of 85%, and MAP testing results, if applicable, at the 95th percentile in that subject.

## ASBESTOS NOTICE

In compliance with federal regulations concerning asbestos in the school, our school has been inspected by the Midwest Environmental testing of Kansas City, Missouri. We were found to have asbestos-containing building materials (ACBMs) in our school building. A management plan for the future years of our school has been adopted, and subsequent inspections will be made every three years. A copy of this report and the management plan are available in the school office.

## BEHAVIOR OF STUDENTS / GOOD CONDUCT RULE

The Peoria Christian School Board believes inappropriate student conduct causes material and substantial disruption to the school environment and can present a threat to the health and safety of students, personnel, and visitors on school premises.

Students shall conduct themselves in a manner fitting to their age level and maturity and with respect and consideration for the rights of others while on school premises, while on school owned and/or

operated or chartered buses, attending or engaged in school activities, and while away from school grounds, if misconduct will directly affect the good order, efficient management, and welfare of the school.

Students who fail to abide by this policy may be subject to disciplinary measures, including, but not limited to, removal from the classroom, detention, suspension, probation, and expulsion.

Removal from the classroom means a student is sent to the principal's office. It shall be within the discretion of the person in charge of the classroom to remove the student.

Detention means the student's presence is required during non-school hours for disciplinary purposes. The student can be required to appear prior to the beginning of the school day or after school has been dismissed for the day. Whether a student will serve detention and the length of the detention shall be within the discretion of the certified employee, or the Principal, whoever is disciplining the student. Parents shall be notified of any action taken or pending.

Suspension means either an in-school suspension, out-of-school suspension, or a restriction from activities. An in-school suspension means the student will attend school but will be temporarily isolated from one or more classes while under suspension. The student may not attend school activities or may not participate in a contest or extracurricular activities. An in-school suspension will not exceed three days. An out-of-school suspension means the student is removed from the school environment, which includes school classes and activities. An out-of-school suspension will not exceed three days.

A restriction from school activities means a student will attend school and classes but will not attend or participate in school activities. A restriction from activities will not exceed ten days.

Expulsion means the removal of a student from school environment, which includes, but is not limited to, classes and activities for a period of time set by the board.

Students shall conduct themselves in accordance with board policy, "Student Conduct." Students who fail to abide by that policy may be expelled from school.

It shall be within the discretion of the Principal to recommend to the Board the expulsion of a student for disciplinary purposes. Only the Board may take action to expel a student and to readmit the student. It shall be within the discretion of the board to discipline a student depending on the nature of the offense and the circumstances surrounding the offense.

Students who participate in extracurricular activities serve as ambassadors of the school through the calendar year whether at or away from school. Students who wish to have the privilege of participating in school extra-curricular activities and other school-sponsored activities, must conduct themselves in accordance with board policy, "Student Conduct" throughout the calendar year.

Any student found guilty of violating section 123.46 of the Code of Iowa or the use or possession of any controlled substances as defined in Section 204.101, Sub-Section 6 of the Iowa Code during the school year or the session of any extra-curricular sports activity shall be automatically suspended from eligibility.



## **BUS INFORMATION**

### **Before Loading the Bus**

1. Please be ready a few minutes early at the designated bus stop.
2. Always stay off the road while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to enter the bus.
4. Enter the bus in an orderly fashion.

### **Bus Rules**

1. Students must show respect for and obey the bus driver immediately.
2. Students must remain seated while the bus is moving.
3. Students must cross the road in front of the bus when it is completely stopped.
4. Students must keep hands and arms inside the bus at all times.
5. Students must help keep the bus clean by putting trash in the box provided.
6. Students must be courteous and considerate of others.
7. Students must not throw objects inside the bus, at the bus, or out the window.
8. Students, please be on time so the bus stays on schedule.

### **When Leaving the Bus**

1. Be alert to danger signals from the driver.
2. The driver will not discharge riders at places other than the designated stops, unless proper authorization is given from the parent or school official.

Remember the bus is a privilege not a right.

## **CALENDAR**

The academic calendar is prepared and approved by the Board in May of the previous school year. Calendars are included in registration packets and/or summer emails. If you would like an up-to-date school calendar, please contact the school office.

## **COMMITTEES**

Several committees, each chaired by Board members, help the school to function effectively. These committees are as follows: Athletic, Building, Bus, Education, Endowment, Finance, Promotion, School Improvement, and Technology. Committee members are drawn from the school society to serve terms of up to three years. Committees are published in the Pathfinder and in the Directory.

## **COMMUNICATION**

### **Communication Policy**

All communication from Peoria Christian School (PCS) to parents and the general public must be approved by the principal. The notable exceptions to this policy is regular class newsletters sent by teachers to parents. This policy covers communication from all school entities that is meant for parents and/or the public. That includes, but is not limited to, any PCS committee, PCS employees, and any individual wishing to communicate a message on behalf of PCS. The school board president will be copied on all communication. In cases deemed necessary by the principal, the board will be consulted prior to publication of communication.

### **Calendar**

The school calendar is included in the summer edition of the Pathfinder and listed on the website. Changes will be listed on the Pathfinder as needed.

### **Directory**

The school directory will be sent home with students during the first month of school.

### **Pathfinder**

The monthly Pathfinder will be sent home with students, placed in area churches, and mailed to other constituents and area schools. It contains news about our school particularly informative to our constituents.

### **School Newsletter**

During the school year, School/Class Newsletters will be sent home with students. This newsletter will be sent home as needed. It contains news and dates of importance to our students and parents.

## **CORPORAL PUNISHMENT/REASONABLE PHYSICAL FORCE**

Generally, corporal punishment may not be used to discipline students as the board believes it does not deter disruptive behavior. However, reasonable physical force may be used upon a student with or without advance notice when the use of such force is deemed essential by a reasonable person for the purposes of self-defense, the preservation of order, to quell a disturbance threatening others, to protect school property, or for the protection of others located on school property.

Reasonable physical force used should be commensurate with the circumstances of the situation and it should be moderate so as not to cause permanent physical harm to the student. The following factors should be considered in using reasonable physical force for the reasons stated in this policy: the seriousness of the offense; attitude and past behavior of the child; nature and severity of the punishment; motivation of the teacher; age and strength of the child; and availability of less severe but equally effective means of dealing with the situation.

The student's parents shall be given an explanation of the reasonable physical force upon request.

## **DAMAGE TO SCHOOL PROPERTY**

Each student is expected to show proper care and respect for the school property, including library books, as well as for the equipment in the gym. Any student who intentionally damages school property will be required to pay for restoration or replacement of the item. If he/she is unable to pay, he or she will be able to work off the amount due by working for the custodian and/or the Principal.

## **DETENTION POLICY**

This detention policy is proposed for our school to set more specific guidelines as to the use of detentions. There are four general reasons to hold a student back for detention. **Please also note the administrator and executive board hold the right to use their own discretion for any instances that require our attention regarding this policy.**

### **Reasons for Detentions**

1. Having two or more pieces of homework or class work that are not completed. Completing

- homework and class work in a timely manner is a strong contributor to academic success.
2. Disrespectful behavior or non-compliant behavior anytime during the school day, including on the bus, and/or with facilitators.
  3. Inappropriate behavior or physical altercation at school.
  4. Any other incident that the Administrator, School Board, or Staff feels merit a detention.

### **General Guidelines**

1. All detentions will be served on Mondays' after school.
2. Only students in Grade 3-8 are capable to serve a detention.
3. Parents will be notified via phone call, text, or Email no later than Friday as to if their child will serve a detention.
4. One teacher will stay after school to monitor detentions and they will take place in a different location weekly.
5. Detentions will be served from 3:30 to 4:30 PM.
6. Parents will be responsible to provide transportation home for the student in the case of a detention.
7. If a child is sick, absent, or out of town, on the Monday they are to serve, they will serve the next Monday in the calendar year.
8. Excluding homework, any accrument of three detentions will result in the loss of a field trip. After four detentions, an in-school or out of school suspension will be given. After five detentions, the executive committee and the principal will meet to discuss further options.

### **Specific Guidelines**

#### **Homework Detentions**

1. Every Friday, students and parents will be notified regarding any missing assignments.
2. If a student has 2 or more missing assignments, they have until Monday morning at 8:15 AM to turn in all missing assignments.
3. If any assignments are still missing, students will be required to stay after school on Monday afternoon to make up these assignments. Monday after school detention begins at 3:30 and runs until whichever occurs first, all missing assignments are made up or it is 4:30.

## **DISCIPLINE**

“No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it” (Hebrews 12:11). God disciplines those He loves (Hebrews 12:10). We want not only to discipline, but to teach in all situations. We feel that discipline should be quick, consistent, and understood by the student being disciplined. Finally, the goal of discipline is restoring your relationship with God and others (Galatians 5).

Peoria Christian School has created 4 rules as a school that we follow:

1. Use words that glorify God and encourage others
2. Keep hands, feet, and objects to yourself
3. Respect the property of the school and others
4. Keep yourself and others safe

We believe that when a student breaks a rule, an appropriate consequence should occur. Here are some items that would constitute some type of consequence: bullying, fighting, backtalk, threatening other people, lying, cheating, stealing, damaging school property, inappropriate language, and alcohol and drug violations.

Here is a breakdown of our behavior matrix and consequences for these types of actions:

<b>Action</b>	<b>Consequence (1<sup>st</sup> offense)</b>	<b>Consequence (Repeat offense)</b>
Backtalk	Apology & Loss of recess	Detention
Inappropriate Language	Apology & Loss of recess	Detention
Lying	Apology & Loss of recess & Memorize I John 1:9	Detention
Cheating	Apology & Loss of recess & Memorize I John 1:9	Detention
Stealing	Apology & Loss of recess & Memorize I John 1:9	Detention
Bullying	Apology & Detention & Essay on why bullying is wrong	Parents must meet with principal / Exec. Board
Damage to school property	Apology & Detention & Cleaning duty	Meet with principal and/or Exec. Board & Financial Charges may apply
Threatening other students / teachers	Apology & Detention	Must meet with principal and / or Exec. Board
Fighting	Apology & Detention & Cleaning duty	In school suspension for the day
Drugs/alcohol	Law enforcement will be notified and Parents must meet with principal / Exec. Board	

\*\*\* Note: Parents will be notified for any consequence and students can serve detention starting in 3<sup>rd</sup> grade. For students in grades pre/k – 2<sup>nd</sup> grade where it says detention will be repeat of 1<sup>st</sup> offense consequences.

## **DRESS CODE**

Students are expected to dress properly and neatly following these general guidelines.

1. No tank top type clothing. Sleeveless shirts are permitted.
2. No clothing with midriff showing.
3. No see-through (mesh-type) clothing.
4. Shorts must be worn under short skirts and over biker shorts.
5. No shirts with undesirable printing, wording, or untidy shirt tails left hanging out.
6. Belts are optional as long as a neat appearance is maintained.
7. Shorts are permitted as long as all edges are finger length.

The above rules are subject to the discretion of the administrator. Students are to dress properly and neatly as others judge us by the clothing we wear. Our dress must reflect a Christ-like attitude. Tennis

shoes are for gym use. Boots should be worn off the pavement in wet weather. They must be marked clearly with the student's name.

## **EXTENSION OF THE HOME**

Peoria Christian School is a religious institution providing an education in a distinct Christian environment, and it believes that its Biblical role is to work in conjunction with the home to mold students to be Christ like. On those occasions in which the atmosphere or conduct within a particular home is counter to or in opposition to the Biblical lifestyle the school teaches, the school reserves the right, with-in its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student. This includes, but is not necessarily limited to: 1) living in, condoning, or supporting a lifestyle incongruent with the orthodox, biblical definition that marriage is between a man and a woman, 2) unmarried person of the same or opposite gender, not related to each other, living in the same household as a family, or 3) otherwise demonstrating an unwillingness to support the moral principles of the school as set forth in the Bible (Leviticus 20:13a, Romans 1:18-32, Matthew 19:4-6).

The school also holds the right to discipline students for actions which occur outside of the school setting that the administrator or executive committee deem to have a negative impact on the school community.

All new families must complete the application forms found on our website. The principal may request a meeting with the family to further discuss the mission and philosophy of the school. The principal may also request that the school board members interview prospective families to determine whether or not the family's lifestyle supports Peoria Christian School.

## **EXTRA-CURRICULAR ACTIVITIES**

### **Academic Excellence Policy**

In order to ensure we are fulfilling the mission and vision at Peoria Christian School, the following policies will be followed:

1. If a student drops below a C- average on his/her report card, then the student would be ineligible until the grades are back up to a C- average again.
2. If a student starts failing a subject(s), the student would be put on a 2-week probationary period.
  - a. If the probationary period ends and the student is still failing the subjects(s), then the student will be ineligible at that point until the grade is brought up to passing.
  - b. If the probationary period ends and the student is still failing but the sport season is over, then the student is ineligible in the next sport until the grade is brought up to passing.

### **Sports**

Older students in our school are given the opportunity to participate in a sports program involving area schools. Students participating in the sports program will be given a schedule of practices; competition dates, times, and places; and rules for team membership. At this point we participate in Volleyball (Girls), Soccer (Boys), Basketball, and Track.

### **Field Trips**

Field trips that relate to the curriculum are encouraged and may be taken with prior approval of the Principal. Trips will be planned far in advance whenever possible. A proposed itinerary and possible date for your child's trip will be sent home as early as possible. Transportation for field trips is made with the Bus Committee of the Board.

## **Music**

All grades participate in several music performances throughout the year, including, but not limited to, Veterans Day, Christmas program, Grandparents Day, and 8th grade Graduation. Students in fifth - eighth grade have the opportunity to participate in the District V Fall Music Festival (band and choir) and Fine Arts Performances (piano, art, speech, vocal, and band). Students in fifth - eighth grade may also participate in band class. Band students have the opportunity to participate in concerts, marching band, honor bands, and a band trip.

## **Class Parties**

Class parties are planned by individual teachers in cooperation with their room mothers. All classes are generally involved in the following: Christmas Party, Valentine's Day Party, and/or Teacher's Birthday. All parties must be approved by the Principal to avoid disruption of the instructional program of the school.

Note: We ask that parents please be sensitive to the feelings of other children when it comes to inviting classmates to a birthday party, or in giving presents for birthdays. The school classroom is a small community of people with tender feelings. Feelings get hurt when some are not included. It doesn't take much to disrupt the balance of feelings that exist in the classroom. Please use common sense.

## **GYM RENTAL**

The gym must be vacated by midnight on Saturday. The gym may be reserved one year in advance. Items rented from the gym or gym kitchen should be returned promptly. Peoria CRC and Peoria Christian School organizations may use the gym free of charge. Rental fees: Gym \$100 **\*Note these fees are subject to change.**

## **HEALTH SERVICES**

The county nurse (or other professional) regularly administers vision tests to all students.

Heartland Area Education agency conducts hearing tests for students in kindergarten through fifth grade. In addition, hearing and/or speech tests will be given to students with a history of hearing and/or speech problems, new students, or those recommended by the teacher.

If you do not wish to have your child participate in any of these tests, please notify the school. If you have questions concerning the testing by the county nurse or Heartland AEA, please contact the Principal.

Peoria Christian School is complying with new OSHA Bloodborne Pathogen standards for schools. An exposure control plan, personal protective equipment, and methods for disposal of regulated waste are in place. Universal precautions have been implemented for staff and students.

## **HOMEWORK**

Some homework can be expected by most pupils. Be sure your child is taking the marked papers home which the teacher has returned. Take time to discuss the papers with your child. It is encouraging to the student if both teacher and parents are interested in his/her work. Study skills are taught and emphasized by our teachers that help the students learn the material to be learned. The making of note cards, taking notes, learning mnemonic devices, flashcards, and other aids to learning will be taught and explained to the students. Any questions regarding study skills should be directed to your child's teacher.

## **HOT LUNCH**

Hot lunch will be served two times a week by the School Circle members, mothers, and volunteers. The cost of hot lunch will be listed in the August or September Pathfinder, and is collected on a semester or yearly basis.

## **HOURS**

Unless the bus brings the students, they should not arrive before 8:10 a.m. The first bell will ring at 8:10 a.m. Students should be seated in their classrooms by 8:15 a.m. School will be dismissed at 3:20 p.m. Those waiting after school for a ride should have a note from home explaining the situation.

## **IMMUNIZATION REQUIREMENTS**

All kindergarten students must meet the immunization requirements before entering school. Please check with your child's doctor to keep up with changes in the law\*. The requirements are:

1. Three DPT (one after age 4)
2. Three polio (one after age 4)
3. Two MMR (one at age 15 months or later, one at least 30 days after the first MMR)
4. Three Hepatitis B

\*As of 8/03 children need immunization from "chicken pox" or assurances that he/she has already had them.

Finally, since we have pre-k students in the same classroom as our kinder students, the pre-k students will also be required to be up to date on all immunization requirements as well.

## **KINDERGARTEN**

A child must be five before September 15th before he/she may enter Kindergarten. Pre-kindergarten students may be given the Kinder Readiness Test before entering kindergarten. A meeting of parents and our testing administrator will be held at the final Parent/Teacher Conferences to discuss the testing results of each child. Kindergarten students start by going to school 3 days a week (Tuesday, Thursday, and Friday). After the 1st quarter, they add Monday's to their schedule and finally they add Wednesday's starting after Spring Break.

## **LEVEL 1 INVESTIGATORS**

Erica Taft - 641-660-9461 and Maria Fynaardt - 641-780-2431

If we need a level 2 investigator, it will be sent to the Department of Health and Human Services.

## **LIBRARY**

Books may be checked out for a two-week period and renewed for another two-week period. Books due during vacation are due the first day back from vacation. There is a \$.05 fine for each school day the book is overdue. Please return all items in good condition.

Videos may be checked out for a one-week period and are not renewable. Please be sure they are rewound before returning.

Parents will be notified by phone of any books, magazines, or videos overdue by more than 2 weeks. Students are expected to pay the replacement cost of items not returned at that time.

E-Readers and chargers will be available for checkout in Grades 1-8. All students are responsible for the E-Reader during that two-week period of time. There is a \$1.00 fine for each school day the E-Reader is overdue. Students are expected to pay the replacement cost of the E-Reader and or charger if they are damaged or lost.

## MATTHEW 18 PRINCIPLE

Peoria Christian School is made up of people – parents, teachers, and students. Like any other group of sinners, we have the potential for misunderstanding, disagreement, and wrong-doing. Nevertheless, it is God's will that we live and work together in harmony. Jesus said, "By this all men will know that you are my disciples if you love one another" (John 13:35).

Due to our fallen human nature, we at times irritate others resulting in misunderstandings and even strong disagreements. In Matthew 18:15-17, Jesus gives His formula for solving person-to-person problems. There are several clear principles that Jesus taught in solving person-to-person problems:

1. **Keep the matter confidential.** The very pattern of sharing the problem only with those directly involved establishes the principle of confidentiality.
2. **Keep the circle small.** The first step and most often the only step needed in solving a person-to-person problem is for one of the two people involved to initiate a face to face dialogue. Most problems are solved at the two person level.
3. **Be straightforward.** Jesus tells us to be forthright and to love honestly. Sometimes it is difficult to be straightforward and tell someone the very heart of the matter, but restoration and improvement can only come when the issues are lovingly yet clearly presented.
4. **Be forgiving.** Once the matter is resolved, we should wholeheartedly forgive and restore the person whose fault has offended us. Galatians 6:1 reads, "...if someone is caught in a sin, you who are spiritual should restore him gently. But watch yourself, or you also may be tempted." Most school problems can be resolved at the two-person level. Forgiveness and restoration is the normal happy conclusion, but what is the problem? Let's say you are a parent of a student in a Christian school. You are unhappy with a teacher because you believe your child is being treated unfairly in the classroom. The two of you have met and talked together and you are not satisfied with the outcome of your discussion. What is the next step in Matthew 18 principle?
5. **The parent and the teacher should agree to share the matter with the school principal.** At this stage, the counsel of Jesus would be "...take one or two others along so that every matter may be established by the testimony of two or three witnesses" (Matthew 18:16). Both parent and teacher should rehearse their version of the issue or issues with the school principal. Each person should come to the meeting in a spirit of prayer and humility, willing to submit to the Lord's will in the matter and also willing to submit to reproof and correction if needed. Those of us who bear the name of Christ should joyfully conform to the will of Christ. An open and honest discussion among people who are sensitive to godly principles will most often reach an amicable solution. Dr. Paul A. Kienel has stated that **80%** of school problems are solved at the two-person level. Another **18%** of school problems are solved at the three and four-person level which includes the school administrator. This leaves 2% to be resolved at the level of the School Board. The School Board represents the school community. Let's say a problem now exists and is not solvable by the normal channels of communication and established school policy. What is



the next step in the Matthew 18 principle?

6. **If any party is not satisfied with the handling of the matter following the administrative conference, they should refer the matter in writing to the School Board President.** The president will then decide how the matter should be handled. Depending on the complexity of the problem, it may be appropriate for the School Board President to request that all persons involved be present at an Education Committee or School Board meeting. The goal of such a high-level meeting is a) a clear understanding of the problem; b) solving the problem; c) reproof and correction if necessary; and d) forgiveness and wholehearted restoration of those who have made amends.

In summary, the Matthew 18 principle requires that parents talk to teachers about students' problems before they talk to the school principal. If unresolved at the two-person level, the matter is prayerfully and in an orderly fashion moved upward in the school organizational structure. This is the Lord's way of solving person-to-person problems.

A Christian School is a ministry of Christ's body. Everything that is done in the context of the school must be done Christ's way. The world's methods of solving school problems are inappropriate.

Satan tries to destroy the normal flow of harmony and good fellowship in Christian School education. That destruction is not possible if all of us follow the Matthew 18 principle of solving school problems.

## **MEDICATIONS**

The following guidelines have been established for administering medications to students:

**Directed by physician:** A statement of the physician's directions specifying frequency, amount and method of administration, signed by the prescribing physician must be filed at the school.

**Reactions and side effects:** A physician's description of anticipated reactions to and possible side effects of the medicine must be filed at the school.

**Parent's written consent:** A parental signature on a statement requesting and authorizing school personnel to administer the medicine in accord with the prescription shall be filed at the school.

**Proper labeling:** The medicine shall be maintained in the original prescription container which shall be labeled with:

1. Name of pupil
2. Name of medicine
3. Directions for use
4. Name of physician
5. Name and address of pharmacy
6. Date of prescription

## **MEMBERSHIP IN SCHOOL SOCIETY**

All persons approved by the board, including parents and guardians of the children attending school who comply with all the rules and regulations governing the same including the payment of tuition charges that may be determined upon and those above the age of sixteen years who aid in the support of said school by annual contributions, shall be members of this Corporation.

## **NON-CUSTODIAL PARENTS**

Divorced and separated families are realities of our contemporary life, which affects the school's responsibilities to its students. The following guidelines have been adopted to assist the school in situations where a non-custodial parent wishes to become involved in school-related activities, or wishes to have contact with, or take custody of a child while the child is at school.

1. Ordinarily, the school will not resist or interfere with a non-custodial parent's involvement in school-related activities. Access to the parent's child or the child's records will be allowed unless the school is presented with a court order, or a comparable legal document, which restricts such involvement or access. The school will not otherwise interfere or take sides.
2. A non-custodial parent may not take custody of a child or remove the child from school unless the parent presents either a written court order or a written authorization signed by the custodial parent which permits such custody.
3. If the action of any parent(s), custodial or otherwise, becomes disruptive to the operations of the school, the school has the right to restrict access by such parents and to take other reasonable and necessary action.
4. Concerning student activities which require parental consent, the school will accept consent only from the custodial parent, unless authority to grant consent is given to the non-custodial parent by a court order or comparable legal document. These guidelines will be applied to further the mission of the school and the best interest of the students.

## **PARENT-TEACHER CONFERENCES**

Scheduled conferences are held in the fall and in the spring. The results of Map Testing taken at the beginning of the school year will be discussed at the fall conferences.

If you have any questions throughout the year, feel free to contact the child's teacher. Teachers are available before and after school. They will be willing to arrange a time to meet with you to discuss your child's progress.

If parents come to a board meeting with the intent of criticizing a teacher, they will be instructed first to discuss the matter with the teacher. Then, if no agreement can be reached, the matter may be discussed with the principal. If there is still no satisfaction, the matter may be brought to the board.

The Biblical directives set forth in Matthew 18 will prevail when there is a problem.

## **PARTICIPATION**

A student must have a note from home requesting that he/she stay in the classroom because of colds, etc. The student will be required to remain quietly in the room. A note is also needed if the child is to be excused from any classes such as P.E.

Any student found to be using cigarettes, drugs, or alcohol will be suspended from any athletic event for a 30-day period.

It is required that your child have a physical if he/she is going to participate in competitive sports. Forms for this can be obtained from the school office.

## **PERSONAL PROPERTY**

Each student is expected to show proper care and respect for the property of others, including books, bags, shoes, etc. Any student who intentionally damages property belonging to others will be required to make contact with the family of the person whose property they damaged. He or she may have to work off the amount due by working for the custodian and/or the administrator. Other arrangements may be made.

## **RECESS RULES**

### **Determination of Indoor or Outdoor Recess:**

1. Students will go outside during recess unless precipitation is falling or the wind chill is 0 or below (teacher discretion may apply)
2. Students will need a jacket to wear to go outside if the wind chill is below 50 degrees (teacher discretion may apply)
3. If the student does not have a jacket to wear, the student may be asked to stay inside

### **Outside Recess Rules:**

1. No Running up or down the metal or tube slides
2. Play only on the soccer field, playground, or black top
3. No tackling or pulling on other's clothes
4. Snowballs can only be made and thrown on the softball field
5. No King of the Hill

### **Inside Recess Rules:**

1. No kicking balls
2. The only balls to be thrown are the little, colored soft balls
3. No playing on the steps, by the chairs, or the bleachers
4. K-4 will play on the north half of the gym, 5-8 on the south

### **Reminders:**

1. Don't get equipment from the storage room (all equipment will be in the barrels)
2. Bring a change of shoes for outside in the snow (snow boots)

## **REPORT CARDS**

Report cards are issued every nine weeks. A photocopy of each original card will be sent to parents following each marking period. Please do not compare marks between other family members or friends. The important thing is that each child uses the talents God has given him or her.

The following is the marking system used for the students.

1. Students in grades Pre-K through 2nd will be evaluated with the following symbols on their report cards:
  - a. E = Excellent
  - b. S = Satisfactory
  - c. P = Progressing
  - d. N = Needs Improvement

2. Students in grades 3rd-8th will be evaluated with the following symbols based on the following percentages in their course work:
 

a. 100 = A+	A = Superior
b. 98-99 = A	
c. 95-97 = A-	
d. 92-94 = B+	B = Good
e. 89-91 = B	
f. 86-88 = B-	
g. 83-85 = C+	C = Average
h. 80-82 = C	
i. 77-79 = C-	
j. 74-76 = D+	D = Below Average
k. 70-73 = D	
l. 66-69 = D-	
m. 0-65 = F	F = Failing
  
3. Grades will be weighted as follows:
  - a. 40% from Tests and Quizzes
  - b. 25% from Classwork
  - c. 20% from Participation
  - d. 15% from Homework
  
4. Subheadings may also be used for grades pre/k-8 to show developmental levels of effort in various subject areas using the following:
  - a. + = Commendable effort
  - b. ✓ = Satisfactory effort
  - c. - = Unsatisfactory effort
  - d. N/A = Not Applicable
  
5. Cumulative records of the students may, upon request, be reviewed by their parents in the office. Requests from parents to review their children's records must be done through the Principal.

## **SCHOOL BOARD**

Regular meetings are held the first Monday of each month (For an up-to-date listing of board members, consult the Directory).

## **SCHOOL CIRCLE**

The object of the Peoria Christian School Circle is to promote interest, cooperation, and a better understanding between its members and the school as well as to provide necessities for the school.

Money for those necessities is raised through the following: a fall bazaar, suppers, serving at weddings, anniversaries, farm sales, bake sales, and other fundraising events.

Membership is open to all ladies, married or unmarried, who are interested in the promotional program of the Peoria Christian School.

School Circle meets 4 times a year or as needed.

## **SEARCHES & SEIZURES**

A student's personal effects, as well as, assigned desks & lockers may be searched when school officials have a reasonable cause to believe that a student is in possession of alcohol, controlled substances, tobacco, pornography, weapons, or anything else which is in violation of the law or school policy. The search will be conducted under the authority of the principal with at least one adult present (As outlined in the Board Policy Handbook).

## **STAFF**

All full time staff members are licensed through the Department of Education. All Licenses and certificates are available for review by society members upon request to the Board (For an up-to-date listing of staff, please consult the Directory).

## **STUDENT/EMPLOYEE RESPECT AND DIGNITY POLICY** (Anti-Bullying/Harassment Policy Pursuant to Iowa Code Section 280.28)

He answered: "Love the Lord your God with all your heart and with all your soul and with all your strength and with all your mind; and, love your neighbor as yourself." Luke 10:27

Believing that Peoria Christian School is a Christian community and desiring to continue to build and maintain such a community the school board has adopted the following policy regarding how we are to treat and respect each other as fellow brothers and sisters in Christ.

Peoria Christian School will implement Iowa Code section 280.28 to ensure that all students of Peoria Christian School will be provided with a safe and civil school environment in which they are treated with dignity and respect as stated in this document.

### **1. Statement of Policy**

- a. School employees, volunteers, and students in school, on school property, or at any school function or school-sponsored activity shall not engage in harassing and bullying behavior.
- b. School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about such an act of harassment or bullying.
- c. School employees, volunteers, parents or guardians, and students are expected to act in a timely and responsible manner to prevent, report, and facilitate investigation of suspected harassment and bullying.

### **2. Definitions.**

- a. Harassment and Bullying are defined as any electronic, written, verbal, or physical act or conduct toward a student which is:
  - i. Based on any actual or perceived trait or characteristic of the student, and
  - ii. Creates an objectively hostile school environment that meets one or more of the following conditions:
    1. Places the student in reasonable fear of harm to the student's person or property.
    2. Has a substantially detrimental effect on the student's physical or mental health.
    3. Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided

by a school.

- b. The following activities, absent substantial aggravating factors, occurring inside or outside the classroom, do not constitute Harassment or Bullying:
  - i. Instruction and participation in lessons and worship services.
  - ii. Discussions and debate concerning issues important to Christian faith.
  - iii. Electronic, written, verbal, and physical interpretation of Biblical scripture, and religious texts, music, and opinions.
  - iv. Witnessing and faith-sharing.

**3. Reporting.**

Suspected incidents of harassment and bullying should be reported to a teacher or to the Principal within 24 hours. The Principal is responsible for receiving reports and ensuring the Anti-Harassment/Anti-Bullying Policy is implemented.

**4. Investigation.**

Suspected incidents of bullying and harassment will be promptly and thoroughly investigated by the Principal or his/her designee. Investigators will consider the totality of the circumstances presented in determining whether conduct objectively constitutes harassment or bullying under this policy.

**5. Consequences for Violators.**

Individuals responsible for conduct in violation of this policy will be subject to consequences and remedial action. The sanctioning guidelines of the Good Conduct Policy apply to violations of this policy.

## **STUDENT FILES**

Only parents/guardians, teachers, and counselors may examine student files. All files must be retrieved by the Principal or the education committee chairman.

## **SUBSTANCE ABUSE**

The use or possession of tobacco, alcohol or any controlled substance by the students while on the school premises or attending organized school functions is prohibited. Additionally, students are prohibited from being on school premises or attending organized school functions while under the influence of alcohol or any controlled substance.

Any repeated violation of this policy will result in referral to the Education Committee. Failure to comply with the recommendations set forth by the Education Committee will result in immediate reference to the guidelines set forth in the Peoria Christian School good conduct policy as outlined in the student handbook. In reference to any suspensions, factors to be considered in determining the length of suspension may include; student past behavior record, student cooperation in resolving the problem, and time and location of violation. The student and one or both parents/guardians may be required to confer in person with the administrator and re-establish a satisfactory working relationship with the school.

Violation of this policy by students will result in disciplinary action. Possession of alcohol, for those under legal age, and/or of a controlled substance may be reported to the local law enforcement authorities.

## **TECHNOLOGY AND INTERNET USAGE POLICY**

The primary goal of adding technology to the school environment is to support the educational and instructional needs of the students and employees of Peoria Christian School. Technology includes all computers owned by the school as well as hardware, software, electronic data communication networks,

telephone lines, and etc. associated with these systems. The following guidelines apply to all students of Peoria Christian School and to all other persons who may attempt to use an electronic communication resource owned by the school. All technology must be used legally and ethically. All technology resources must be used according to any and all school policies and procedures, as well as any local, state and federal laws and/or guidelines governing the usage of technology.

### **General Guidelines\***

1. School personnel will take all reasonable precautions to prevent unauthorized access to accounts and data and any other unauthorized usage.
2. Duplication of any copyrighted software is prohibited unless specifically allowed for in a license agreement.
3. Backup copies of soft-ware shall only be made if allowed in the license agreement.
4. If a single copy of a software program is purchased, it may only be used in one computer at a time. Multiple loading or loading the contents of one CD/DVD or one piece of downloaded software into multiple computers is not allowed. If more than one copy of the software is needed, a site license, multiple user or computer licenses, or a network version must be purchased.
5. Only administrators or the Technology Coordinator may sign license agreements for a classroom or the school.
6. Students are not authorized to install software.
7. Individuals are not authorized to make copies of any software or data without permission.
8. Illegal copies of software may not be created or used on school equipment.
9. Students and employees must not attempt to modify technology resources, utilities and/or configurations, or to breach any technology resource's security system.

\*All information technology resources, regardless of purchase date or location, are subject to these guidelines.

### **Internet Acceptable Use Policy**

Peoria Christian School will attempt to provide resources via the Internet. Students are expected to use information that is appropriate for various learning needs. In order to use the Internet, in any form, each student will be required to have a parental consent form signed when the student enrolls or re-enrolls at Peoria Christian School. Signatures will signify understanding and acceptance of any terms and conditions of the policy governing the use of the Internet.

To provide a level of protection for Internet usage, Peoria Christian School has implemented an Internet filter on all computers with Internet access which blocks access to visual depictions that are obscene or that portray child pornography or that are deemed inappropriate. The goal is to monitor the online activities of minors for appropriate use and to prohibit unauthorized online access, such as hacking and other unlawful activities.

### **Internet Safety and Digital Citizenship**

Peoria Christian School seeks to educate all students regarding appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms. We also seek to teach cyber bullying awareness and response.

### **What are the privileges and rights of a student or adult user?**

All users have certain privileges and rights. Infringement of or disrespect toward the rights of others may result in the loss of Internet privileges. These rights include:

1. Privacy – All users have the right to privacy. However, if a user is believed to be in violation of the guidelines, the Technology Committee and/or Principal may review communications to

maintain system integrity and to ensure that users are using the system responsibly.

2. Safety – Any user who receives threatening or unwelcome communications should bring them to the attention of an administrator or teacher.
3. Intellectual Freedom – Any statement of personal belief by the user or the Internet source is implicitly understood to be representative of its author's individual point of view and not that of the school.
4. Inappropriate materials or language – Profane, abusive, or impolite language shall not be used to communicate nor shall materials be accessed which are not in line with the rules of school behavior.
5. Equal Access – All users (with appropriate signatures on file) will be granted free and equal access to the Internet. Exploration of the Internet is encouraged relative to the purposes of research and education. No single user shall monopolize the workstations connected to the Internet.

### **What are the guidelines?**

1. Be prepared to be held accountable for your personal actions. Exemplary behavior is expected for all users at all times.
2. Notify a teacher (students) or the system administrator (staff) if materials that violate the school system's code of conduct are encountered.
3. Do not use a computer or the Internet to hurt, harass, attack, or harm other people or their work.
4. Do not damage the computer or network in any way.
5. Do not degrade the performance of the network through the posting of electronic chain letters or other useless information.
6. Do not use the Internet for illegal activities (i.e., threats, instructions on how to perform an illegal act, child pornography, drug dealing, purchase of alcohol, gang activities, etc.).
7. Do not install software or download unauthorized files, games, programs, or other electronic media from the Internet or any other source.
8. Do not violate copyright laws.
9. Do not view, send, or display obscene, profane, lewd, vulgar, rude, disrespectful, threatening, or inflammatory language, messages or pictures.
10. Do not share a personal password with another person.
11. Do not reveal the personal address or phone number of others when using electronic communications.
12. Do not access other students' work, folders, or files.
13. Do not repost non-academic personal communications without the original author's prior consent.

The above list is meant to serve as examples of activities that are considered prohibited. Peoria Christian School reserves the right to determine if any other activity not appearing in the above list constitutes an unacceptable use of the network and reserves the right to take such disciplinary action or formal legal action, civil or criminal as the situation may warrant.

### **Use of Electronic Mail**

Electronic mail use at Peoria Christian School exists for the benefit of the user to communicate electronically. All users who have access to the Peoria Christian School network shall adhere to the following guidelines when sending or receiving messages via electronic mail (e-mail):

1. Personal use of electronic mail is permitted as long as it does not violate Peoria Christian School policies and/or adversely affect others or the speed of the network.
2. Electronic mail should reflect professional standards at all times.
3. Student email accounts when accessed through the school network may not be used:



- a. To transmit sensitive data;
- b. To transmit advertising material (other than school-related advertisements);
- c. To transmit inappropriate personal observations about the school, its employees or students;
- d. To transmit content used to promote discrimination on the basis of race, color, national origin, age, marital status, gender, political affiliation, religion, disability, or sexual preference;
- e. To transmit offensive text or pictures (e.g., pornography, racism, sexism, obscenities, insults, sarcasm); content that may reasonably be considered offensive, threatening or intimidating; defamatory statements, rumors, and gossip about organizations or individuals;
- f. To transmit solicitation of donations or subscriptions to political causes;
- g. To attempt or successfully send anonymous messages; and
- h. To acquire political or personal gain.

Because all computer hardware and software belong to Peoria Christian School, users have no right to privacy with regard to email communications stored or transmitted on school computers/networks. Confidentiality of email communication cannot be assured. Such confidentiality may be compromised by applicability of law, or policy, including this policy, by unintended redistribution; or because of inadequacy of current technologies to protect against unauthorized access. Email correspondence may be a public record under the public records law and may be subject to public inspection. Users, therefore, should exercise extreme caution in using email to communicate confidential or sensitive matters.

#### **Consequences for Policy Violation by Students**

1. A warning will be given to the student, including parental notification. If the principal/school board feels the violation is of a serious enough nature, they retain the right to proceed directly to the second consequence.
2. Loss of or limited access to the Internet including parental notification.
3. Additional disciplinary action to be determined by the principal/school board in keeping with existing practices and procedures regarding inappropriate language or behavior including parental notification.
4. Referral to law enforcement agencies may occur in circumstances, such as bullying or threats, etc.

#### **Limitation of Liability**

Peoria Christian School makes no warranties of any kind, either expressed or implied, that the functions or the services provided by or through the school system will be error-free or without defect. The Peoria Christian School will not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. Peoria Christian School is not responsible for financial obligations arising through the unauthorized use of the system. Each user will hold the school harmless from any losses sustained as the result of intentional misuse of the system by the user.

### **TELEPHONE**

Calls to teachers or the principal should be made either before or after school. Our teachers will have weekly devotions on Tuesdays from 7:40-8:00 am. Please refrain from calling school at that time.

Parents may wish to call the school to leave a message for their child during recess. Recess times are

10:05-10:20 am, 12:15-12:35 pm, and 1:50-2:00 pm. Students are not called to the phone during class time unless for emergencies. If you need to reach your child, please call the school office and your child will return your call during break time. Students may use the telephone with permission only.

Cell phone policy: Students must have all cell phones turned off and out of sight during class, riding the bus, assemblies, recess, and scheduled school hours, unless permission granted by the principal. Violations of this policy (including accidental phone ringing) include:

1. Cell phone taken and returned to the student at the end of the day
2. Repeat offenses: Cell phone taken and returned only to the parent

## **TUITION AND FEES**

For an up-to-date tuition schedule, please consult the Directory. Few extra fees are collected but please see the tuition and fees schedule regarding the busing fee. School Circle has graciously offered to cover most class trip fees.

## **VISITORS**

We welcome parent visitors to the school. Please call the school office to arrange your visit. If you need to speak in length to your child's teacher, please schedule a time with the teacher either before or after school so that instructional time is not affected. Our goal is to protect the dignity of each child. While visiting, please respect matters of confidentiality as it relates to the students.

## **WEAPONS POLICY**

In accordance with Iowa Code 280:21B, Peoria Christian School shall require “the expulsion” from school for a period of not less than one year for any student who is determined to have brought to school, or knowingly possessed a weapon in school. The expulsion requirement may be modified for a student on a case-by-case basis. In addition, information relating to any disciplinary action will be reported to the Iowa Department of Education.

## **WEATHER IMPACT ON SCHOOL: EARLY RELEASE AND SCHOOL CLOSING**

Please be advised that Peoria Christian School will have no early dismissal for HEAT as we now have central air conditioning throughout the school!

Peoria Christian School will continue to do the following for severe weather:

1. Email parents As Soon As Possible for school closings or early release
2. Send text messages to all who have signed up to receive them.
3. Contact the radio stations of our intent

Peoria Christian School will ordinarily follow Pella's delay/cancellation decision due to WINTER WEATHER ONLY, but reserve the right to make our own decision. We will not dismiss early due to the HEAT. Please know that as much as we strive for excellence at Peoria Christian School, there are difficult decisions that must be made for extenuating circumstances. Please be advised that all decisions are prayerfully made, and our intention is always the safety of our staff and students. If you have any concerns regarding the above decision, please do not hesitate to contact the school office.