



# calvary

christian school

## General Policies

### Safety

*In order to ensure your child's safety, all faculty, staff, parents, and visitors must wear identification badges provided by the school. Once inside the building, do not open any secure, exterior doors.*

*Students will only be released to authorized individuals. In an emergency or special event, a signed and dated note is required. Please note that telephone authorization does not provide written documentation.*

### Dress Code Guidelines

*A dress code should seek to cultivate an educational environment conducive to learning. Modesty is the guiding principle. Modesty can look like the following:*

- Dresses, skirts, shorts, or pants that are not defined as tight, sagging, or revealing.*
- Modest shirts/tops/blouses that do not show the stomach or enhance the upper body.*
- Positive statements promoting worthy causes.*
- Clothes, jewelry, accessories, hair styles that do not take from the learning of others.*

### Health Matters

*Your child's health is important to all of us. If your child is ill, they cannot enjoy their school experience. The health of other children is jeopardized. We ask that your child be kept at home for the following reasons:*

- a fever during the previous 24 hours.*
- a persistent cough.*
- vomiting or diarrhea in the last 24 hours.*
- pinkeye, please allow 24 hours of treatment before returning.*
- chickenpox, please wait until scabs appear on blisters.*
- strep throat, once treatment begins, remain at home for the first 24 hours.*
- lice (nit).*

*CCS has adopted a nit-free policy for students and adults who may have head lice. CCS requires a note from the health department or your doctor stating your child is nit/lice free before returning to school. Exclusion is necessary in order to control the situation.*

*Please notify us if your child has been exposed to a communicable disease. If the nature of the disease and circumstances warrant, the school may require an independent physician's examination to verify the diagnosis.*

### Medical Emergencies:

*In case of emergency, illness or injury during school hours, parents will be contacted as soon as possible. If a parent cannot be reached, alternates on the Emergency Form will be contacted. Until the arrival of a parent or person listed on the Emergency Form, the director will make decisions necessary for the child's well being. The child's parent will be responsible for any and all expenses not covered by the school's insurance.*

### Medications:

*Unless authorized by a doctor or parent, a staff member cannot administer medication. Authorization to administer medication must be in writing with specific instructions. All medications must be in their original containers with name, date, and current expiration dates. All medications must be signed in at the registration desk. The medication will then be placed in a lock box. Medication must be picked up each day by a parent or responsible adult.*

### General Discipline Policy

*Calvary Christian School believes that children are a precious gift from God in need of nurturing. We also believe that along with love comes discipline. According to the Bible, CCS shares a responsibility to bring up our children in the way they should go.*

*Students are expected to display behavior representative of CCS and to obey teachers and all school employees. If a student is caught breaking any rule, any teacher or school employee has the authority and responsibility to call the student's attention to the violation and to report the student to their teacher. Serious or repeated violations may go directly to the principal.*

*Parents will be notified of any problems. A conference may be requested.*

### Preschool:

*Calvary Christian School does not use corporal punishment. If a child is showing a behavior that is inappropriate, we will first take the child out of the situation. If that doesn't work, we may use the time-out method of just sitting the child down for a few moments so they can regroup and enter back into the activity. If it becomes necessary for the teacher to give the child time-out on a repeated basis, the parent will be notified in writing. After three written notices, a conference will be held with the teacher, parent and principal. At this time, the principal will decide how to proceed.*

### Elementary School:

*The elementary school has adopted the following school-wide discipline plan:*

#### Classroom Rules

- C- Choose to stay on task and work quietly.*
- H- Hands, feet, and objects will be kept to myself.*
- O- Others and their property will be respected.*
- I- I will listen and follow directions.*
- C- Classroom tasks will be completed to the best of my ability.*
- E- Enter and leave the classroom quietly.*

**Electronic and Communicative Device Policy:**

*Calvary strongly encourages students to leave electronic devices at home; they can easily be broken or lost. If a parent grants permission, the student becomes responsible for these items. Unless special permission is given by teachers or the principal, electronic devices are only for use before the school day begins and after the school day ends. If these devices are used by students during the school day, they will be confiscated and given to the principal.*

**Fire, Tornado, and Disaster Drills:**

*Emergency drills will be conducted once a month in accordance with the State Fire Marshall Code. An evacuation plan is posted inside each classroom. In the event that the CCS building is unsafe, students will be moved to the U.S. Forestry Service Building located at 1700 Bypass Road. Parents will be called to pick up their children.*

**Suspected Neglect/Abuse**

*The law requires educators to report any suspected abuse. In the event this should occur, the staff member will/must comply with the law and will notify the proper authorities at the Cabinet for Children and Family Services. (KRS 620:030 – reporting, KRS 620:990(1) – failure to report).*



Helping kids fully become who God created them to be.