

# Oroville Christian School

3785 Olive Highway, Oroville, CA 95966

Phone (530) 533-2888 E-mail: office@ocseagles.com

## Parent / Student Handbook

2022-2023 Year



*Est. 1977*

*OCS is a ministry of the Evangelical Free Church of Oroville.*

*OCS is a member of the Association of Christian Schools International*

EIN: 94-2515004

# *Oroville Christian School*

We are truly grateful to the Lord for allowing us the privilege of being partners with parents in the education of their children. Communication between the school and home is a vital ingredient in a successful experience for both OCS students and parents. This handbook contains basic information for each student and parent.

*Please read this handbook carefully.* The information given here will help you to have an enjoyable, productive year as a member of the OCS community.

## **Vision Statement**

Oroville Christian School seeks to glorify God by offering a high-quality elementary Christian education to the families of the greater Oroville Area.

## **Mission Statement**

Our mission is to assist parents in preparing their children for life by leading them to Christ, equipping them with strong academic skills, developing a sound biblical worldview, and nurturing godly character.

## **Philosophy of Education**

“Jesus increased in wisdom (academically), and in stature (physically), and in favor with God (spiritually), and man (socially).” ~ Luke 2:52 (ESV)

**Our objective is to provide a Christian school for children that will:**

### *Instruct* (*Proverbs 22:6*)

We strive to excel in teaching and in motivating children to their highest levels of achievement, while recognizing the God-given uniqueness of their gifts, abilities, and learning styles.

### *Interpret* (*Proverbs 2:6*)

We determine to present all subject matter from a Biblical perspective: daily lessons are anchored in the belief that the whole physical universe was created by an eternal God and that life is governed and sustained by Him and that His creation demonstrates His character and unlimited power.

### *Integrate* (*Philippians 1:27*)

We purpose to train and equip the children to be of service to others by learning to conduct themselves in *all* their relationships; in the home, church, school, business, society, government, and recreation in such a way that their *personal lives* will bring honor to God and will give evidence of active faith in the Lord Jesus Christ.

### *Notice of Nondiscriminatory Policy as to Students*

Oroville Christian School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate based on race, color, nationality and ethnic origin in administration or its educational policies, scholarship, athletic, and other school- administered programs.



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Dear Parents,

Oroville Christian School exists to glorify God and to bless the community we serve. We seek to do this by providing an excellent, Christ-centered education to students in Preschool through 8<sup>th</sup> grade. We are grateful and humbled that God has entrusted us with the education of so many young people for over 40 years.

OCS was founded in 1977 by a group of visionary people who wanted to start a Christian school that would reach out into the community and impact families and the larger society for Christ. At present we offer classes for Preschool through eighth grade on campus.

While this handbook will provide information and answers to most of the questions about rules, policies, and procedures, School Board policy is the final authority concerning rules and procedures. It is important that every parent and student read through the entire handbook and become familiar with its contents. If your child is too young to read, please be sure he/she understands the essentials. Of course, not every conceivable situation is covered in the handbook and the administration reserves the freedom to interpret and apply our policies and procedures with grace and fairness.

Your support and cooperation are appreciated.

In Jesus' Matchless Name,

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## **Statement of Faith**

### *God*

We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.

### *The Bible*

We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

### *The Human Condition*

We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God's saving work in Jesus Christ can we be rescued, reconciled and renewed.

### *Jesus Christ*

We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus-Israel's promised Messiah-was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.

### *The Work of Christ*

We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

### *The Holy Spirit*

We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service.

### *The Church*

We believe that the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated two ordinances, baptism and the Lord's Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

### *Christian Living*

We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and

justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

### *Christ's Return*

We believe in the personal, bodily and glorious return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.

### *Response and Eternal Destiny*

We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

### *Marriage*

We believe marriage is the original and foundational institution of human society, established by God as a one-flesh, covenantal union between a man and a woman (gender at birth) that is life-long (until separated by death), exclusive (monogamous and faithful), and generative in nature (designed for bearing and rearing children), and it is to reflect the relationship between Christ and the Church. Our Lord Jesus describes marriage in Mathew 19:4-6 so is our view of marriage. A civil government's sanction of a union will be recognized as a legitimate marriage by the church only to the extent that it is consistent with the definition of "marriage" found in this Position Statement.

### *Human Sexuality*

We believe that God first created man and then woman, from the man, as a counterpart to the man. He then brought the woman to the man and established marriage as a one-flesh relationship between the man and the woman. We therefore believe that the context for sexual activity is the marriage of one man and woman.

Hence, sexual activities outside of marriage, including but not limited to, fornication, adultery, incest, homosexuality, pedophilia, and the bestiality are inconsistent with the teaching of the Bible and the church. Further, lewd conduct, transgender behavior, and the creation and/or distribution and/or viewing of pornography, are incompatible with God's intention.

## **Board Members, Staff, and Faculty**

### **Oroville Christian School Board**

Debbie Billington

Joe Cagnacci

John Cuny (Secretary)

Petrina Ladendorf (Chairperson)

Rob Rodney (Elder Liaison)

Peter Sundahl

Christina Walborn (Vice Chairperson)

### **Administration**

Mark Bates – Administrator  
Timber Stanton – Secretary  
Sara Kroll – Bookkeeper

### **Faculty**

Marta Goodwin  
Rochelle Griffiths  
Kendra Johnson  
Lisa Long  
Charles Lynn  
Leticia Macias  
Samantha Ross  
Sara Schmid  
Christiana Stark  
Jolene Sylva  
Becky Wagenaar  
Elisabeth Worthington

### **Staff**

Shannon Evans  
Angie Fackrell  
Laurel Ferretti  
Richard Gentry  
Christina Nelson  
Cindy Rodney  
Andrea Clausen  
Jessica Cagnacci

### **PTPF (Parent Teacher Prayer Fellowship)**

**Membership** - All parents/guardians having children in the school, along with teachers, are automatically members.

President	Kristen McKillop
Vice-President	Angie Fackrell
Secretary	Megan Cardwell
Treasury	Emily Tavelli
Past President	Julie Ching

## **Employee Interaction with Pupils**

The school staff will strive to help each student realize his or her potential as a child of God and effective member of society. A teacher must work to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of God honoring goals.

In fulfillment of the obligation to the student, the teacher/staff will:

- *make reasonable effort to protect the student from conditions harmful to learning or to health and safety.*
- *refrain from all inappropriate forms of physical contact as described in the State of California Penal Code, Section 243.3*
- *go through the parents to share information with the students (No private texting, emails, or social media with students)*
- *not be alone behind closed doors with a student at any given time*
- *not intentionally expose the student to embarrassment or disparagement*
- *not use professional relationships with the students for private advantage*
- *not deliberately suppress or distort subject matter relevant to the student's progress.*

## **School Schedule**

### **Daily Class Schedule**

K – 8<sup>th</sup> grade: M, T, TH, F: 8:30 am to 3:15 pm

K – 8<sup>th</sup> grade: Wed. 8:30 am to 1:30 pm

### **Lunch**

*See class schedule*

*Days with Noon dismissal - No lunch served*

### **Recess**

*See class schedule*

### **Physical Education**

*See class schedule*

## **What We Teach**

Oroville Christian School applies God's Word to every phase of the child's life (2 Timothy 3:16). OCS teaches traditional courses in phonics, reading, writing, grammar, literature, math (through Algebra I), science, history, and Bible. OCS primarily uses Christian publications in its curriculum, namely BJU Press, Abeka Book, ACSI, and Summit Ministries. The curriculum at OCS includes Bible, computers, arts and crafts, music, health/physical education, and character training. Enrichment occurs through chapels, band, Christmas programs, special assemblies, field trips, special projects, and guest speakers. Emphasis is placed upon spiritual development and mastery of academic fundamentals. God's Word is applied to every phase of a child's life.

Oroville Christian School offers band starting in the fifth grade. *Fifth grade students are required to take band.* Children are encouraged to continue in band through their eighth-grade year.

## Academic Expectations

### Grade Reports

Progress Reports and Report Cards are issued each trimester. At the mid-point of each trimester, all students will receive a Progress Report. Parent/Teacher conferences are mandatory for parents and are scheduled on September 30 and October 1. Please do not meet the teacher at the door before, during or at the end of the school day to talk about the student's progress. Instead, contact the teacher to set up a meeting time, as needed.

### Grading Scale - (3rd through 8th grades)

A+	98-100	C+	78-79
A	93-97	C	73-77
A-	90-92	C-	70-72
B+	88-89	D+	68-69
B	83-87	D	63-67
B-	80-82	D-	60-62
		F	Below 60

Primary grades use a rubric style report card which shows students' progress.

### Honor Roll

Students are eligible for Honor Roll starting in third grade. There are three levels of Honor Roll:

- Highest Honors – students who earn at least a 4.0 gpa
- High Honors – students who earn at least a 3.75 gpa
- Honorable Mention – students who earn at least a 3.50 gpa

Honor Roll students will be recognized at an Awards Assembly, which are scheduled at the end of each trimester. Parents will be notified if their student will receive an award so they can attend the assembly.

## **Homework Policy**

Homework is assigned to reinforce lessons taught in class, to provide practice skills, and to teach sound study skills. Late homework or long-term assignment deadlines vary with each teacher. Please be sure to look over the information that your child's teacher provided for you on Meet the Teacher Night.

Teachers will make assignments as clear as possible, *but students must take the initiative to understand and satisfactorily complete their assignments.* Homework may help students develop good study skills and habits. Third through eighth grade students are encouraged to use assignment books to keep up with the responsibility of writing down homework and class information. These are provided to students by the school, as needed.

## **Homework Availability – Absent Students**

Parents requesting homework and class work for an absent student are to call by 10:00 am to give the teacher plenty of time to prepare homework for their child. Homework will be available for pick up in the school office.

**Students who will be absent due to a vacation may request class work before they leave.** It is recommended that the request be made 2 days in advance. All work must be completed and returned as determined by the classroom teacher and it is likely that the student will still have work to do upon their return. The student may have some academic losses for those lessons that can only be completed due to discussions in class or projects completed in the classroom.

## **Approximate Homework Time Per Day**

Kindergarten - 10 minutes 1<sup>st</sup>

grade - 15 minutes

2<sup>nd</sup> grade - 20 minutes

3<sup>rd</sup> grade - 25 minutes

4<sup>th</sup> grade – 30 minutes

5<sup>th</sup> grade - 35 minutes, plus book report reading & projects

6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> grade - 1 hour, plus book report reading & projects

## **Assessment Testing**

Standardize tests are administered annually in the spring. The test scores, which become part of the child's permanent record, are mailed out to parents when received by OCS, typically during the summer months.

## **Bible Instruction**

We believe and teach that the Bible is the God-breathed (2 Timothy 3:16-17), totally trustworthy (2 Peter 1:20-21) manual for what we believe and how we live. Every man-made machine has a manual. Created by God with marvelous complexity and capability, man needs an Owner's Manual – the Bible. OCS uses the English Standard Version translation in most applications. The Bible is the foundation for life and as such, gives direction to our teaching (Psalms 1:1-2). Everything a child needs for successful living is in His powerful Word (1 Thessalonians 2:13). It is hoped that each OCS student will learn to dig deeply and skillfully into the treasure of the Bible and discover God's will for true success (Micah 6:8).

## **Chapel**

**The primary purpose of chapel is to teach children to worship the LORD (John 4:23-24).** We ask them to come reverently and be attentive. We want them to learn to love the LORD, to magnify His name, and to enjoy Him forever.

Chapel is held on Fridays from 8:45 to 9:30 am. Parents, grandparents, and friends are welcome at all chapels. In chapel, children are trained in reverence and love for God and His Word through worship, music, skits, Bible stories, drama, puppets, and guest speakers (Psalms 119: 47-48). Visitors are asked to observe reverently and attentively (no talking, no food or drink, silence their phones, etc.). Siblings are encouraged to join us for chapel, but they must remain seated with their parent/guardian.

## **Discipline**

*“Even a child is known by his actions, by whether his conduct is pure and right.”*

*~ Proverbs 20:11*

Everyone is a person of worth because he or she is created by God. Therefore, students should learn to respect not only adults, but all other students who are uniquely created beings. One of the most important lessons for any student to learn is how to properly respond to all authority: parents, school personnel, other authority figures and, most importantly, God. To accomplish this goal, we set discipline standards that are based on Scriptural principles and are enforced fairly, consistently, and lovingly.

## **Disciplinary Posture**

Respect, responsibility, and relationship are key virtues that students must develop. Obedience to rules and guidelines is essential to the development of maturity (Luke 2:51, Hebrews 5:8). It results in genuine freedom in life (John 8:32). Respect is necessary for all successful and meaningful relationships (Luke 10:36-37, Romans 12:18), and the building of personal responsibility fosters a sense of achievement. Both responsibility and achievement are necessary ingredients to the development of a proper sense of self-worth (I Corinthians 10:31, Ecclesiastes 9:10, Romans 14:12).

As we seek to provide a balanced and disciplined learning environment for the students at Oroville Christian School, we realize that human wisdom falls short of God's standards. We do not claim to be perfect in all our decisions, but we do try our best to discipline in a way that is biblical and pleasing to God. As partners in the discipline process, it is important that the home and the school work cooperatively for the students' good. Since we teach the students to obey and submit to their parents, it is imperative that parents maintain that continuity by upholding and teaching the principles taught at school. We can instill in students proper Christian educational and moral principles only through a program that includes clear disciplinary procedures, and, as students and parents, your cooperation in that program is crucial. (Please be aware that the administration reserves the right to make discipline decisions on an individual basis.)

Our goal should always be to obey the Scripture that says, "And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him" (Colossians 3:17, NIV). In the best interest of the entire school community, certain guidelines of conduct must be maintained by all students of OCS, so that we might all work happily together.

OCS has developed behavior expectations to promote a God honoring campus culture, an effective learning environment, self-discipline, and to teach faithfulness to the Word of God (Ps. 94:12, Prov. 5:23, Rom. 12:2). Discipline at OCS is most effective when parents and school personnel communicate and cooperate throughout the process. OCS has a student discipline plan aimed at redemption and restoration. Disciplinary action is an opportunity to express love (1 Timothy 1:5), demonstrate the sufficiency of scripture (2 Timothy 3:16-17), guide each of us in righteousness (Hebrews 12:11), forgive (Matthew 18:12-35) and gently restore (Galatians 6:1-5). Ultimately, disciplinary action is an opportunity to glorify God and exalt the person and work of Jesus Christ. Attendance at Oroville Christian School is a privilege. The school exists for the purpose of providing a complete and wholesome education with emphasis in Christian training and accompanying morals. Effective instruction in these areas requires good order and discipline, which may be described as the absence of distractions, friction, and disturbances which interfere with the effective functioning of the student, class, and school. Therefore, the following process will be supported to maintain such discipline:

1. The teacher first aims to handle behavior issues in class in a timely, targeted, and temporary manner. Students are taken aside and reminded of expectations and what needs to change in their behavior.

2. Elementary teachers may use a card/check system for minor discipline issues in the classroom. Elementary teachers may occasionally withhold privileges or assign additional tasks as appropriate.

3. Since some discipline issues occur on the playground, the teacher's aide supervising the students during recess is responsible to address minor issues and report more serious issues to the teacher.

4. When the teacher's attempt to deal with the problem has not been effective, the student issue will be escalated to a higher authority.

Discipline will be based upon the student's cumulative disciplinary record for any one school year. However, there are certain violations that may require immediate expulsion from OCS.

### **Parent's and Student's Responsibility**

OCS is dedicated to promoting a positive environment that is conducive to learning and utilize a behavior intervention system to clarify our expectations. Students are expected to make good choices while on campus or while representing OCS during extracurricular activities or events. Students are to respect the personal property of others and ask permission before using it. Students will strive to practice courtesy with others and respectfully obey rules for recess, playground, chapel, classroom, and off-campus events.

### **Conflict Resolution**

As with any institution, there is the potential for misunderstanding, disagreement, and even wrongdoing. Nevertheless, it is God's will that we work together in harmony, always giving a "good report" and striving for unity (1 Pet 3:8). When conflicts and disagreements occur, the following principles should be followed, which are based upon Matthew 18:15-17:

1. Keep the matter confidential (no gossip).
2. Keep the circle as small as possible.
3. Be straightforward (face-to-face).
4. Be forgiving.
5. If still unresolved, the individuals should agree to share the matter with the Administrator.
6. If it is a student behavior issue and still unresolved, the Administrator should be brought into the process by the teacher.
7. The Administrator will normally have the final say on the matter. If the offended party believes written school policy has not been followed, then the matter may be appealed to the School Board. The Board may only become involved if there is sufficient evidence that the administration did not follow written school policy.
8. If the School Board determines that written school policy was followed and a reasonable decision was made by the Administrator, then the matter ends.

*In summary, the Matthew 18 principle requires that parents talk to teachers about their children's problems before they talk to administrators. If unresolved at the two-person level, the matter should be prayerfully addressed at the next logical level.*

## **Expected Behavior**

*The OCS discipline plan complies with the State Board of Education rulings and the California Education Code.*

### ***Student Behavior Code***

OCS has four schoolwide guidelines with consequences for not following the guidelines. The 3R's are:

- **Be Respectful** – of God, others, and property (Christ & others-oriented) Matt 22:37-39
- **Be Responsible** – do your best each day (classroom-oriented) Col 3:23
- **Be Ready** – listen, learn, and follow instruction (self-oriented) Luke 2:52

There are four levels of infractions from minor infraction which usually denote bad habits of learning like not listening, not being on task, or not following directions; moderate Infraction which denotes academic issues such as not doing homework; and major infractions such as talking back to the teacher, using bad language, bullying, harming another person, making threats, etc. Our purpose is to train up a child rather than punish him/her. Punishments do not address heart issues, but training does. Such discipline requires a lot of thought and cooperation between school and home. Teachers and administration may ask for conference to collaborate on how to best discipline your child for life-long consequences. Students are expected to represent OCS in a positive manner, even when they are not on school grounds attending school functions or extracurricular activities.

These general guidelines for student conduct (Code of Conduct) are listed below:

1. Practice courtesy and consideration in your association with teachers, school employees, fellow students, and visitors. Respect their person and property. (See Ephesians 4:28-32.)
2. Respect the authority of teachers, administrators, and staff members, and treat them courteously, respectfully, and obediently as unto the Lord. (See Hebrews 13:17 and I Thessalonians 5:12-13.)
3. Abstain from generally recognized to be harmful to health and Christian character. (See I Corinthians 6:19-20.)

4. Abstain from profanity and vulgar or abusive speech and actions. Such speaking and acting are harmful to others and is certainly not appropriate or conducive to your moral and spiritual development. (See Ephesians 4:29.)
5. Refrain from a public display of affection on campus. As students, you are expected to conduct yourself in a discreet and Christian manner. Therefore, while on campus, you should follow a “hands off” policy.
6. Leave all annoying or dangerous items such as knives, water pistols, lighters, guns, and matches at home.
7. Do your own work – do not give or receive help on tests or homework unless the teacher has granted this privilege on a specific project. Your record should reflect your individual effort. Since honesty is a Christian virtue that should be displayed by all students, we consider cheating a serious offense. During a test, a quiz, or an exam, it is your responsibility to avoid every appearance of cheating. All books and papers must be out of sight. No talking is allowed. In fact, talking during a quiz or test may be dealt with in the same manner as cheating. Giving unauthorized help is treated as the same as receiving such help.
8. Avoid plagiarism, which is a serious offense. The definition of *plagiarism* is “the use of another writer’s ideas or words without giving the writer credit for them.”

All school rules apply on all field trips and on all school-sponsored events, both on the school campus and away from it.

1. School property shall be protected. Defacing or damaging school property which is malicious or careless in nature will result in both appropriate disciplinary action and the replacement of such property, or reimbursement at fair market value, by the student and/or his parents or legal guardians as deemed by the school.
2. OCS reserves the right to invite law enforcement to visit at any time during the school year to search for drugs. Any alcoholic beverages, drugs, or drug paraphernalia found under the student’s control will constitute possession.

### ***Discipline Policy (K-8)***

All grades follow the same general procedures:

1. Warning
2. Classroom consequence
3. Official parent contact
4. Conference with parent
5. Office Referral

6. Loss of privilege (such as recess or detention)
7. Third office referral may result in suspension or expulsion from OCS

*Offenses that may result in a disciplinary action include, but are not limited to, the following:*

1. Failure to be prepared for class after warnings (e.g., no paper, no writing instrument)
2. Being in unauthorized areas
3. Unwholesome language or profanity
4. Littering anywhere on school property
5. Meddling with another student's property
6. Continued talking or disrupting class
7. Bringing prohibited items to school
8. Unauthorized use of cell phone during school (phone may be taken until the end of day)
9. Food, candy, or drink (except water in a closed container) in the classrooms without permission
10. Public display of affection
11. Disorderly conduct in hallways or bathrooms
12. Disrespect or direct disobedience to school authority
13. Dress code violation (second and third offense, after one warning). A fourth violation of a uniform violation will also result in the parent being contacted to bring a change of clothing. There is no reset for dress code violations.
14. Distracting appearance (see Dress Code for guidelines)

Appropriate Behavior: The following guide provides a very general outline of appropriate behavior choices: Arrive on time, be prepared to learn, consider the feelings of others, demonstrate helpfulness to others, exhibit self-control, focus on learning and gain knowledge.

Classroom Intervention Plan: Teachers and other staff will work with students and parents to correct inappropriate behaviors that negatively impact instruction or safety in the classroom. *If a student's inappropriate behavior choices continue, the student will be referred to the administrator.*

Administration Intervention Plan: (repeated or severe behaviors) Teachers and other staff members will have worked with students and parents to correct behaviors that negatively impact instruction or safety in the classroom prior to office referral. When a student's inappropriate behavior choices continue despite the intervention of staff, or due to severe or dangerous behaviors, students will be referred to the administrator. The administrator will work with students and parents to correct inappropriate behaviors.

## Levels of Behavior

Inappropriate Behaviors: The following behaviors might occur in a classroom or other setting. These behaviors do not typically require an administrator but are managed by teachers through the classroom plan. These behaviors include but are not limited to interrupting instruction/learning (Prov. 12:1), mild defiance (Heb. 3:15), inappropriate language (Prov. 10:19), harassing/bullying (Eph. 4:32), violation of academic integrity policy (Prov. 12:20), and damage to school or personal property (Prov. 3:9).

*\*Consequences include but are not limited to: Verbal reprimand, phone call or note to Parents, move on behavior chart, and seat changes.*

Unacceptable Behaviors: The following unacceptable behaviors might occur in the classroom or other settings under staff supervision and are managed by teachers but may be referred to an administrator if necessary: repeated inappropriate display of affection (2 Cor. 6:12), severe defiance/arguing with staff (Phil. 2:14), profanity, obscenity, obscene gestures, violent threats (Eph 4:29), throwing objects at others, harassing/bullying (2<sup>nd</sup> offense), and repeated inappropriate behaviors despite interventions.

*\*Consequences include but are not limited to: Phone call to parent, time out from classroom, and loss of recess/activity. Severe behaviors may result in suspension from school.*

Extreme behaviors: These behaviors are considered extreme and move directly to intervention by the administrator. Behaviors include but are not limited to: fighting/hitting another person in anger (Rom. 12:18), repeated harassing/bullying (3<sup>rd</sup> offense), destroying school or personal property (Prov. 3:8), theft (Ex. 20:15), repeated unacceptable behaviors despite interventions, sexual harassment (1 Thess. 4:3), or pornography (1 Cor. 6:18).

*\*Consequences include but are not limited to: Suspension, restitution, and/or loss of activities.*

Severe Behaviors: These behaviors are severe and require intervention by an administrator and will result in suspension and may result in dismissal or expulsion. These behaviors that are severe or have continued despite attempts to improve student behavior and require removal from campus. Behaviors include but are not limited to severe or continued disrespect/defiance/disruption (Prov. 5:23), possession of a firearm, knife, explosive, or dangerous object, fighting or causing, attempting to cause, or threatening to cause physical injury to another (Rom 12:18).

*\*Consequences include but are not limited to suspension, restitution, loss of activities and/or referral for expulsion hearing. For a more comprehensive list see board and policy manual.*

Explosives, knives, guns, pornography, alcohol, tobacco products, etc. are not allowed on campus. ***If a child is caught with any of the above, the student will be suspended or expelled. Parents and those in authority will be contacted.***

## **Office Referrals**

A teacher may send a student to the office if ordinary classroom discipline is not effective. The Administrator weighs each situation carefully. If the office visit is officially recorded on the Administrator's discipline record as an "Office Referral," then the student's behavior that was recorded will be monitored. If the Administrator records the visit as an Office Referral, parents and teachers will be notified. *Three (3) Office Referrals in one (1) trimester may result in a suspension.* Students may be placed on behavioral probation at the discretion of the Administrator. These students will be monitored closely with the intention of correcting the problem prompting the probation. Students with excessive office referrals may be asked to withdraw from OCS or to not return the following year.

## **Suspension**

**Suspension from school disqualifies a student from Honor Roll for the trimester in which the suspension occurred.** Serious misbehavior, such as disrespect, profanity, or fighting, may result in a direct Office Referral or an immediate suspension that bypasses other discipline procedures. At the discretion of the Administrator, a student may be suspended from school pending a parent conference.

The suspension may be "in house" (at OCS, but out of class) or at home, depending on the severity of the problem. Suspended students may be readmitted only after a successful parent/Administrator conference. Daily assignments due during the suspension should be completed satisfactorily upon the student's return to class. **A student who is suspended from school, more than twice during the school year, may be expelled, subject to the OCS Board review.**

# **Disciplinary Policy**

## **Behavioral Policy**

While it may go unmonitored, it is the expectation that each OCS student will always endeavor (24 hours a day, 7 days a week) to refrain from:

- Possession or use of any tobacco, alcohol, illegal drugs, narcotics, and drug paraphernalia (1 Cor. 6:19-20).
- Acts of dishonesty such as cheating, lying, and stealing (Ps 34:13).
- Any acts of immorality (Gal. 5:16).
- Destruction or damaging of property (Prov. 3:8).
- Fighting or swearing (Rom 12:18, Eph 4:29).
- Ungodly and immoral social networking in video, picture, text, music, link, or tagging (Gal. 5:16). Using social media to post pictures of others without permission and any form of cyber bullying will not be tolerated.

Any actions which violate basic Christian and civic norms are unacceptable. OCS administration will judge what is unacceptable behavior. The student who does not maintain these standards may be suspended or expelled.

### **Possible Disciplinary Actions**

1. **Detention (or loss of privileges)** - Students must report for detention as scheduled. Detentions will only be rescheduled due to excused absences or approved parent or teacher request. Administration will determine consequences for failure to attend.
2. **In or Out-of-School Suspension** - Students will not receive credit for any missed assignment while on suspension. Students are prohibited from participating in any school activity including extracurricular, while serving in or out-of-school suspension.
3. **Expulsion**

### **Expected Playground Behavior**

- Play safely by the rules. Be considerate of others in games or while waiting in line for games and playground equipment.
- Use playground equipment according to the rules. Playground equipment is not allowed in the restrooms.
- Food is to be eaten at the lunch tables, not in the restrooms or on the playground.

- Students who swing on the swings must do so facing the same direction, no twisting or jumping from moving swings.
- No kicking balls in the primary playground located behind the fence by the restrooms without proper supervision.
- All playground activities are under adult supervision, whether on the field, fenced play areas, or in other approved areas.
- Students must always keep an adult supervisor in sight.
- Students will need to get permission from their teacher or supervising aide to come and go from anywhere on campus. Students who enter the school office are to come through the front door and quietly wait to be recognized.
- Restrooms or hallways are not to be used for games or “meetings”. Balls will be left outside.
- Keep garbage picked up (lunch sacks, fruit peelings, wrappers, etc.)
- No running on walkways, crosswalks, in hallways, classrooms, or in the sanctuary.

## Dress Code

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### Why Does OCS have a uniform dress code?

Oroville Christian School has developed a dress code to establish a modest and appropriate appearance and to promote a strong Christian testimony (1 Samuel 16:7, 1 Cor. 6:19-20). OCS pursues a conservative academic atmosphere on campus. The guidelines listed below are in effect for the entire school day, including lunch and when on campus after school. Students must also abide by the dress code when participating in on or off-campus school activities. The uniform dress code will be enforced graciously and firmly, with a focus on the heart of a child.

### General Guidelines

- All clothes must portray a clean, modest, neat look that supports a learning environment.
- Hats are only allowed to be worn outside (i.e., not in class, chapels, etc.).
- While girls are allowed to have pierced ears, no other body piercings are allowed for boys or girls.
- Items that are considered extreme such as black nail polish, studs or spikes on hats, belts, wristbands, shirts, pants, etc. are not allowed.
- Hairstyles must be natural and neat (unusual styles or coloring is not acceptable). No extreme styles (numbers, ridges, Mohawks, etc.).
- Wednesdays are free dress, but students' attire should reflect the guidelines.

## OCS Uniform Code

### GIRLS

Uniform Slacks: Color of all uniform slacks must be **Black**, **Navy-Blue**, or **Khaki** (*not similar colors*). Fabric should be a twill or similar material - no denim, stretch or cotton knits. Fit must be full- leg or boot cut, not snug, slim leg, or skinny leg. Must be neat in appearance, no holes.

- Slacks: Flat front, Pleated.
- Capri/Gauchos should be hemmed.
- Shorts/Skimmers– Should be finger-tip length or longer. Flat front or Pleated.
- Skorts/Jumpers/Skirts/Dresses– Should be no higher than 4" above bended knee.
- All waistbands should fit and not slip below the waist.
- Mandatory that shorts or leggings be worn under dresses, jumpers, and skirts.  
(Must be uniform colors, no prints/patterns.)

Uniform Tops: Must be **True Red**, **White**, or **Navy-Blue** solid color (*not similar colors*). Must have a collar and at least two buttons and may be long or short sleeved. All shirts must cover the stomach when arms are raised.

- Any uniform top may be worn under jumpers.

- Polo dresses are to be one of the top colors.
- Turtlenecks or Undershirts (including tank tops or camisoles) may be worn under any approved uniform top, but not by themselves. Must be uniform top color.
- Sweatshirts/Sweaters– Uniform top colors. Solid color (no writing unless it is an OCS logo) with zip-up, button, or pull-over with or without hoods. These sweatshirts may be worn in the classrooms. All other outerwear that does not conform to this can be worn outdoors only.
- Hoods will not be worn on the head inside buildings.
- For modesty, developing girls must wear bras.
- General Appearance:
- No make-up will be allowed at school or school activities (including but not limited to powder, foundation, lip gloss, mascara, etc.)
- Shoes must be worn at all times. All sandals and shoes must be laced up or have a back strap for safety reasons. Heels on shoes or sandals may only be 1 inch in height or less. Heels or sandals may not be worn for P.E. Shoes with wheels are not allowed at school.
- No visible tattoos, permanent or temporary.
- Hats are not to be worn backwards or in buildings.
- Leggings must be covered by outer wear which is no more than 4" above the bended knees, and the outer wear must not be see through. (Must be uniform colors or black, no prints.)

## **BOYS**

Uniform slacks: Color of all slacks must be **Black, Navy-Blue, or Khaki** (*not similar colors*). Fabric should be a twill or similar material - no denim, stretch or cotton knits. Fit must be full-leg or boot cut, not snug, slim leg, or skinny leg. Must be neat in appearance, no holes.

- Pants – Full length Flat-front, Pleated.
- Shorts – Finger-tip length or longer. Flat front or Pleated, Chino, or Cargo.
- All waistbands should fit and not slip below the waist.

Uniform tops: Must be **True Red, White, or Navy-Blue** solid color (*not similar colors*). Must have a collar and at least two buttons and may be long or short sleeved. All shirts must be tucked while inside chapel.

- Sweatshirts/Sweaters– Uniform top colors. Solid color (no writing unless it is an OCS logo) with zip-up, button, or pull-over with or without hoods. These sweatshirts may be worn in the classrooms. All other outerwear that does not conform to this can be worn outdoors only.
- Hoods will not be worn on the head inside buildings.
- Turtleneck/long-sleeved shirts of approved top colors may be worn under any approved uniform top, but not by themselves.
- Ties must reflect positive, wholesome, Christian standards.

General Appearance:

- Hair length should be off the collar, not extend lower than the eyebrows, nor extend lower than the mid-ear. Extreme hairstyles (mohawks, braids,
- Earrings are not allowed.
- Shoes must be worn at all times. All sandals and shoes must be laced up or have a back strap for safety reasons. (No sandals for P.E.). Shoes with wheels are not allowed at school.
- No visible tattoos, permanent or temporary.
- Hats are not to be worn backwards or in buildings unless specifically requested (i.e., kitchen helpers, spirit week, class dress-up days)

## **FREE DRESS DAY**

Pants and shorts are to be hemmed, neat in appearance and without holes. No form fitting or skintight clothing. Leggings are only to be worn under skirts or shorts of uniform length.

- Waistbands on shorts or pants should fit and not slip below the waist.
- No writing on the backside of pants or shorts.
- Shorts must be finger-tip length or longer.
- Skirt and dresses should be no more than 4" above the bended knees.

Tops: Shirts are to be neat in appearance and without holes. No form fitting or skintight clothing.

- No jerseys unless a t-shirt is underneath.
- Sleeveless shirts are to be three inches wide on shoulders.
- Shirts must cover midriff, no low necklines.
- All shirts and designs must reflect positive, wholesome, Christian standards.

### General Guidelines:

- All clothes must portray a clean, modest, neat look that supports a learning environment.
- Gang-related clothing, such as oversized clothes or sagging pants are not allowed.
- Items that are considered extreme such as black nail polish, studs or spikes on hats, belts, wristbands, shirts, pants, etc. are not allowed.
- Any verbiage on clothing should support the mission of the school.

The uniform dress code will be enforced graciously and firmly, with a focus on the heart of a child. The goal is correction and compliance. Should a student arrive at school out of dress code, an attempt will be made to correct the issue, either with apparel on supply here on campus or from a phone call is made to the parents asking them to bring a change of clothes. Students who are out of uniform may not be admitted to class. A conference will be scheduled with the Administrator to discuss students who have a continual dress code issue. *The Administrator has the final authority regarding uniforms.*

Parents will be notified through email if a student has received a dress code violation. The date and number of violations are incorporated into the email, along with the congruent discipline measure that will be taken. A student whose clothes do not honor the dress code may not be permitted to attend class until the issue is resolved.

### **Penalties for Dress Code Violations**

- 1st Violation: Email is sent home to the parents; student must change before returning to class.
- 2nd Violation: Student sent home and may miss a full day of school if violation or response is inappropriate.

### **P.E. Clothing**

Kindergarten through 4th grade students do not have P.E. uniforms. Fifth through 8th grade students are required to wear the issued P.E. uniforms (white shirts and red shorts). Shoes that are worn during P.E. must be laced up securely. *Sandals are not to be worn during P.E.* In the winter months, students may wear loose-fitting sweat suits over their P.E. uniforms. P.E. clothes are not to be worn over or in place of school uniform. Because of safety issues, girls are not to wear any jewelry during P.E. *NOTE: Shorts and sweat bottoms with printing on the rear are not allowed.*

## **Attendance Information**

### **Absences**

Regular class attendance is essential for fostering healthy teacher-student relationships and successful schoolwork. Frequent absences cause hardships on student and teacher alike. Please make every effort to ensure your child's regular attendance. We understand there are absences for reasons of illness or family emergencies, but excessive absences may take a toll on your child's progress.

If a child is absent from school because of a sickness for **FIVE** or more days, a doctor's note may be required to return to school.

### **Excused / Unexcused Absences**

*Excused absences* include those events that cannot be avoided: illness, death in the family, doctor appointments, and other emergencies.

*Unexcused absences.* Vacations and other events are unexcused.

**Makeup assignments for absent students must be completed as stated on pages 13 of the Parent/Student Handbook.**

The California Education Code requires all children to be in school. *The following policy is established to address our legal obligations:* **EIGHT** or more “Unexcused Absences” in a trimester may require a parent conference with the Administrator and a subsequent plan to bring absenteeism under control. The student may be placed on conditional probation.

Any student with unexcused absences of more than **15%** of any trimester (*9 absences in a typical trimester*) is subject to dismissal. Thirty (30) or more absences in the school year will likely result in grade retention.

*It is very important that students not be absent during the first two weeks of the school year, standardized testing, and the last two weeks of the school year.*

## **Tardies**

Frequent tardiness is detrimental to a child’s educational and character development, and it disrupts the learning process of other students. **Students may be considered tardy if they are not in their classroom by the 8:30 am.** The parent or driver must report to the office with the student to sign him/her in after 9:00 am.

It is the parents’ responsibility to plan accordingly and make every effort to have their child at school and on time. An individual student’s tardy is considered excused **ONLY** in cases of emergencies, early morning doctor/dentist appointments, a memorial/funeral service, or other extenuating circumstances.

*The following policy is established to address our legal obligations:* **FOUR** or more “Unexcused Tardies” in a trimester may require a parent conference with the Administrator and a subsequent plan to bring the tardiness under control.

## **Communicable Sickness/Diseases**

Students who have the following diseases will need written consent from either a physician or the health department to return to school: Covid-19, measles, mumps, chicken pox, whooping cough, pin worm, scabies, ringworm, impetigo, strep throat, pink eye, etc. If a child has poison oak, it must be covered if it is seeping. If your child had lice, they must be nit free to return to school. Please do not send your child to school if he/she has a fever, has had a fever, vomiting or other flu-like symptoms. The student should be symptom free, without medication, for 24 hours prior to the return to school. If your child becomes ill during school, the secretary will phone the parents for immediate pick up of their child. If your child is sent home with a fever the student will not be allowed to return to school for 48 hours. ***Please be sure that all emergency numbers are kept up to date.***

### **Is your child taking any Medication?**

The school will not administer any medication: 1.) unless the parent has indicated it on their child's Medical Information & Emergency form 2.) without a written statement from a physician, parent, or legal guardian detailing specific instructions. If the medicine is a prescription medicine, they need our Medical Form filled out by both the parents and their doctor before it can be administered at school. Instructions to the school secretary must have the following: date, student's/parents' names, type of medication, how much to administer and the time to administer. Prescriptions need to be in the original bottle/container.

\* All medications must be brought to the office and maintained there. No student is permitted to self-medicate. This applies to aspirin, Tylenol, inhalers, and specifically over-the-counter medicines as well as prescriptions. If a student is diabetic, and in case of an emergency cannot make it to the office to medicate, then their medication may be taken with proper adult supervision.

If your child has allergic reactions to bee stings, pollen, foods, or other substances, please inform the office by writing the information on their Medical Information and Emergency Form.

## **The Eagle Newsletter**

Efficient communication is essential for a successful partnership between school and home. As much as possible, OCS will use electronic methods (email, website, ThinkWave, Google Classroom) to communicate to families on a regular basis. It is the parents' responsibility to maintain an up-to-date email address with the school and read all contents. School communications often contain time-sensitive information.

## ***EDSS (Extended Day Student Supervision)***

Before and after school childcare is provided through our EDSS program. EDSS is available from 7:30 am to 8:00 am Monday through Friday and 3:30pm to 5:30pm Mondays, Tuesdays, Thursdays, and Fridays; and every Wednesday from 1:45pm to 5:30pm. If you are interested in our EDSS program, applications along with a schedule of fees are available in the school office. EDSS charges are included in the monthly statement.

Our EDSS Coordinator is trained in CPR and First Aid and the program is managed to provide a safe and caring environment for families needing childcare. Students can be expected to work on homework while also having the freedom to take time out for snacks and after school activities. School and playground rules still apply during EDSS hours.

## Emergency Procedures

### Drills: Fire, Earthquake, & Intruder on Campus

OCS practices safety procedures for fire, earthquakes, and intruders on campus. Drills are scheduled once a month. All campus visitors must participate in all drills.

### Emergency Closing Procedures

The following stations will give emergency and school closure information: KPAY (1060 AM or 95.1 FM) and KHSL TV 12.

You can also check our website or Facebook page.

**In the event of an emergency school closing after students have arrived**, parents will be contacted and asked to pick up their child from their classroom as soon as possible and in an orderly fashion. Parents will sign out the child from the classroom teacher or other school personnel.

**If an emergency school closing occurs after school hours**, the Administrator will notify the school board, school secretary, teachers, and staff. Information regarding school closures will be sent through email and posted on the school's website and other social media sources. **Please keep your family's emergency information current with the school secretary.** An up-to-date emergency form can prevent unnecessary confusion and will be invaluable in emergencies. Notify those adults who are on your child's authorization list and confirm that they are available to pick up your child in case you are unable to do so.

**IMPORTANT!** If the person picking up your child **IS NOT** on his/her emergency pick up list in the office, or you have not notified the school secretary, your child **WILL NOT** be released into their custody! *Relative or NOT!* Anyone picking up your child must be prepared to show I.D.

## Entrance Testing

New students entering OCS in Kindergarten are required to take an assessment prior to acceptance. This test will determine the grade readiness and maturity level of the child. The kindergarten teacher will test incoming kindergarteners. Students going into the first through eighth grades may be tested by the administrator.

**The Cutoff date and age for children entering kindergarten is age five by September 1st.**

## Field Trips

*We require our field trip drivers to adhere to the California Law.*

Educational field trips are planned as an extension of class study. Field trips are limited to:

1) OCS students, at the grade levels for whom the trip was designed 2) pre-approved chaperones and drivers. Siblings of students or unauthorized passengers are not allowed on school field trips.

From the beginning of the field trip to the end, the teacher (or the teacher's representative) is in charge. Parents, students, and chaperones are to adhere to all assignments and rules made by the teacher while on field trips.

*Field trip permission slips must be back to the teacher by the due date listed on the permission slip so driving roster assignments can be completed and parents can be checked for the proper insurance amounts. The teacher is solely responsible for assigning students with drivers on field trips.*

All drivers must be at least 25 years of age and have the following on file in the office: 1) vehicle information, 2) a copy of their current proof of insurance policy (with amounts), and 3) a copy of a valid driver's license.

### Insurance Requirements for Field trip Drivers

☞ **Medical** – \$10,000 each individual passenger in the event of an accident.

☞ **Bodily Injury** - \$100,000 each person / \$300,000 each accident

☞ **Property Damage Liability** - \$100,000

☞ **Uninsured Motorist** - \$100,000 each person / \$300,000 each accident

## Food Services

Lunch is available on regular school days. The contents of the meal will change daily, and menus will be provided monthly. OCS partners with a local district to provide lunch at no charge. Lunch orders will be taken at the start of each day. If your child will not be at school at the start of the day, but they will be ordering lunch, you may call before 8:45am to order for them (if they will be arriving in time for lunch to be served.)

If you are bringing a lunch to school for your child after school has begun for the day, please bring it to the office. We will make sure your child receives his/her lunch at the appropriate time.

## **Grandparents' Day Celebration**

Grandparents' Day is a special day where grandparents of our OCS students are invited to come to school and spend time with their grandchildren. OCS students present a special chapel that honors all grandparents, and then grandparents are invited to join their grandchildren for a time of fun and fellowship.

## **Lighthouse Library**

*We do not currently have a librarian on staff. If you are interested in volunteering to help in our library, please let the office know.*

The Lighthouse Library serves the OCS faculty, on-campus students, and their families, as well as EFC families. Most books may be checked out for two weeks at a time and may be renewed. They may not be renewed if someone else has requested a "reserve" of that book. Books need to be returned to the Library or the box inside the school office. *Books that are not returned will be considered lost and the patron will be billed the cost of replacing the book.*

## **Damaged Books or Devices**

Charges for damaged books or devices vary with the damage. When students damage a book or device beyond repair, the user is charged the replacement cost. When a book or device is returned with greater than normal wear but still usable (i.e., torn pages, writing that cannot be removed, missing power cord, etc.), the user will be charged the amount necessary to restore the object to working order.

## **Objectionable Educational Material**

Every effort has been made to provide the students at OCS with educational materials that are supportive of our mission, rigorous, and age appropriate. At times, students will study materials that may be objectionable, with the understanding that the teacher will help the student process the material considering God's word. However, if you find something your child has brought home is inappropriate, please make an appointment to bring your concerns to the Administrator.

## **Electronic Devices**

Students are encouraged **not** to bring electronic devices (iPods, cell phones, etc.) to school, as they can disrupt the academic mission. Students who do not use electronic devices appropriately will have them taken away.

Technology owned by OCS is considered the property of OCS, including all its contents, i.e., files, emails, browser history, data bases, etc., and are open to review by the administration.

## **Lost and Found**

Backpacks, notebooks, lunchboxes, carrying cases, and other **personal belongings** (coats, sweaters, etc.) should be **labeled** with the **child's last name**. OCS has a lost and found located in the school office. Unclaimed items will be donated to charity at regular intervals throughout the year.

## **Parent/Teacher Prayer Fellowship (PTPF)**

The Parent/Teacher Prayer Fellowship (PTPF) is an organization that supports OCS students and teachers. They lead fundraising efforts for the school, organize help in the classrooms, lead special events and activities for students and support teachers. Parents are encouraged to support PTPF activities and become involved at the classroom level as room moms/dads, party coordinators, field trip drivers and/or volunteer aides. The PTPF committee meets monthly and welcomes new members who are willing to join to learn about and serve on the committee. Parents may pick up a PTPF calendar and inform the PTPF committee of their willingness to serve at the beginning of each school year by signing up at Meet the Teachers and Back-To-School events.

## **Parent/Teacher Conferences**

Two days each fall are set aside for parent-teacher conferences. Parents are strongly encouraged to adjust their schedules to participate in these conferences as they are a very important time for communication between the home and school. Sign-ups are done online with each teacher. Additional conferences can be scheduled throughout the school year if parents or teachers need to discuss student progress or behavior. Parents are asked to call the school office or email the teacher directly to set these up. Since teachers are generally on campus after school until 4:00 pm, the best time for an appointment is between 3:30-4:00 pm. Teachers are not available during the school day for conferences.

## **Parties**

Elementary classes celebrate two parties per year: Christmas and Valentine's. There is an end-of-the-year party given by the PTPF. Teacher birthday parties are allowed but need to be restricted to an hour-long activity in the classroom at the end of the day. Going off campus to bowl, swim, play

at the park, etc. is not acceptable for birthday parties. Parties arranged off-campus are not school sponsored events, nor will they be promoted by the school.

It is acceptable for parents of students in elementary school to do something special for their children on their birthdays for the entire class. OCS asks that parents plan with the teachers so that any treats brought to the class can be distributed at lunchtime or during a prearranged recess. Class time cannot be used for birthday parties. If a child has a birthday in the summer, it is acceptable to celebrate their birthday during the school year. For parties that will occur outside of school and away from campus, parents are asked not to send in birthday invitations to be passed out in school unless everyone in the class is going to be invited. Making school the place where only a few invitations are passed out creates hurt feelings for other students who are left out.

## **Resolution of Disagreements**

OCS is a community that is based on the teachings and example of the Word of God. The policy of the school is to follow the principle of Matthew 18:15-19. A parent or student who has a question, concern or disagreement with a staff member should go to that staff member and present the concern. If the parties involved cannot come to a satisfactory resolution, the following steps should be taken:

1. Bring the issue of concern to the teacher or staff member involved in the issue.
2. Bring the issue of concern to the Administrator.
3. If, after these steps, the issue is unresolved you may appeal to the School Board in writing.

OCS families agree that any claim or dispute arising out of, or related to, this agreement or to any aspect of the school relationship, including statutory claims, shall be settled by biblically based mediation. The parties agree that these methods shall be the sole remedy for any controversy or claim arising out of the school relationship or this agreement and expressly waive their right to file lawsuits against one another in any civil court for such disputes, except to enforce a legally binding arbitration decision. Each party, regardless of the outcome of the matter, agrees to bear the cost of his/her/its own arbitration and one-half of the fees and costs of the neutral arbitrator and any other arbitration expenses. (If the parties mutually agree to use only one arbitrator, each party shall bear the cost of one-half of the fees, costs, and any other arbitration expenses.) NOTE: Concerns voiced anonymously (through letters, phone calls, etc.) cannot be dealt with by OCS staff or administration since anonymity does not allow for

resolution between the parties. God calls each of us to listen to one another's concerns and to be willing to offer God's forgiving love to one another. "Let the peace of Christ rule in your hearts, since as members of one body you were called to peace." (Colossians 3:15)

## School Events

### Athletics

OCS offers a limited athletic program for students in 5<sup>th</sup>-8<sup>th</sup> grades. Boys and girls may participate after school in basketball, volleyball, track and field, and flag football. Each student choosing to play after school sports will be charged \$30 per athlete, per sport, to be collected with the sport registration form. Parent/Coach volunteers are necessary for sports to be facilitated at the school. *Student athletes must be in school on game day for a minimum of 4 hours to play. Exceptions may be made for doctor appointments and family emergencies but should be cleared with the administrator.*

### Eligibility

- A. Students may only participate in teams designated for their gender (as determined by biology at birth).
- B. All forms and participation fees must be paid prior to participation in a scheduled contest.
- C. Students must achieve a C average (2.0) in the grading period immediately prior to the season.
- D. A student may not participate if their behavior or cooperation in class is unacceptable.

### Music, Science Fair, & Christmas Programs

Band is available for students in grades 5-8<sup>th</sup>. Beginning band is required the entire year for 5<sup>th</sup> grade students.

When available, all grades (K-8<sup>th</sup>) will participate in a Spelling Bee or STEM (Science, Technology, Engineering, or Math) competition every year. For grades 5-8<sup>th</sup> participation is mandatory for a letter grade.

Every year OCS presents a Christmas program, involving Preschool through sixth grade students, as an outreach to families, friends, and our community.

## **Graduation & Celebration Ceremonies**

Eighth grade graduation is an important event, culminating a student's successful completion of study at OCS. Kindergarten also has a program to celebrate the end of their first year of school.

### **Historical Sites Tour (HST)**

The Historical Sites Tour is a highlight that occurs every other spring. The seventh and eighth grade students and school staff travel to another part of the country to see what they have learned about in the classroom. The trip teaches our children about our heritage and prepares them to be good Christian citizens. Students will see the marks of Providence everywhere.

Enrolled students can participate in fund raisers to help finance this trip. *Future HST trips: 2024, 2026, etc.*

## **School Pledges**

OCS encourages patriotism, including respect for our flag (Romans 13:1-2). Students raise the American and Christian flags daily on the school grounds. Daily, students give pledges to both flags and the Bible.

**American Flag Pledge** – I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

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

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

## **Sexual Harassment Policy**

The State of California requires that every school have a sexual harassment policy in place. OCS has its entire policy available for parents to see at their request. To summarize the policies, OCS does not allow any form of harassment of other students, any off-color or derogatory comments, or any actions or teasing that are negative, hurtful, or against the clear teachings of Scripture. Students who feel harassed in any way should go to a teacher or to the administration to stop the improper behavior from other students.

## **Student Pictures**

School pictures are taken in the fall. These pictures are used for the school yearbook and school ID cards; however, parents may select a package of these pictures to purchase if they wish. Information concerning the cost of ordering pictures is sent home by the school prior to picture day.

## **Student Withdrawals**

When a parent is withdrawing a student from OCS, the parent must fill out a Withdrawal Notice stating the date the child last attended school and the reason for the withdrawal. Depending upon the circumstances surrounding the withdrawal, it may also be necessary to have an exit interview with the Administrator. **If a student is not properly withdrawn from school, payments will continue to be billed to the parent and the child will still be considered enrolled in the school.**

## **Sunday Activities and Events**

OCS desires to support Sunday as the Lord's Day for worship and fellowship in local churches. Because of this the school will not schedule any meetings, games, activities, parties, events, rehearsals, or practices on Sunday.

## **Visiting Campus (Parent and Student Guests)**

We welcome parents anytime on our campus. We love having parents here because it shows your support for your child and for learning. Parents must first stop in the school office, sign in and pick up a visitor's badge. OCS is a closed campus and local friends cannot visit classes during the day. If OCS students have friends or relatives visiting from out of town, they can visit classes for one day with prior permission from administration.

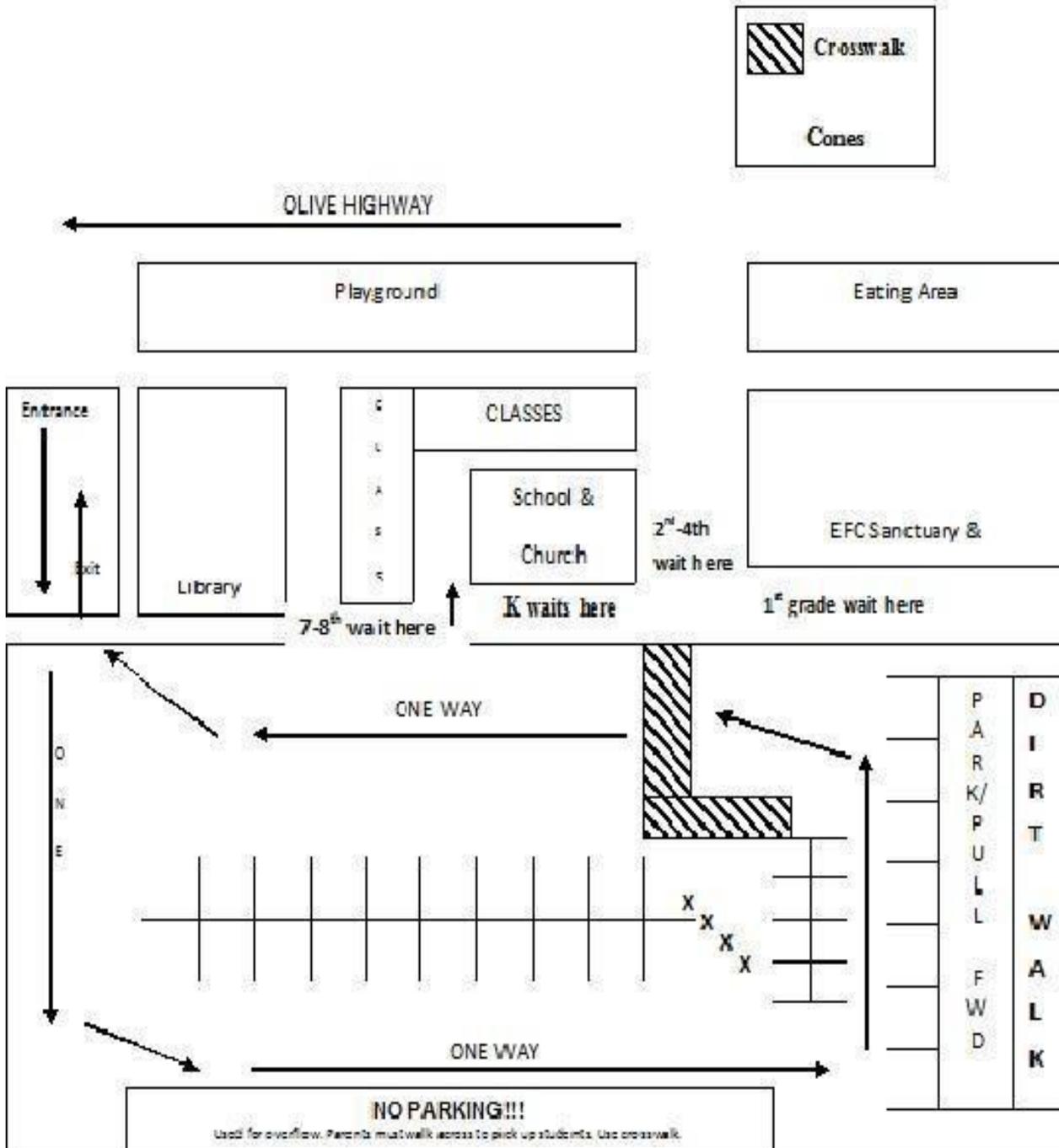
## **Traffic Route and Rules**

1. The traffic plan is in place to help eliminate confusion and danger.
2. Follow the arrows while driving in the parking lot! One-way traffic, two lanes. If parking, please park in a parking space.
3. Drive **very slowly** always, and please observe the traffic pattern.
4. When dropping off, pull as far forward as possible. When picking up, wait for your child to come to the car.

5. Drivers who plan to stay longer should park at the beginning of the parking lot (where you enter), away from the congestion of cars. Do not park in driving areas and do not delay cars waiting behind you.
6. Students and Parents are to use the crosswalk and always walk.
7. Ease **forward** out of your parking space, rather than backward. If you must back out of the space, do so slowly and carefully.
8. Please do not conference with or otherwise distract teachers or other traffic directors during their before or after school duties.
9. Once your child has found you, please keep them in your vehicle. Children walking among parked cars are at significant danger.

# Morning Drop Off/ Afternoon Pick Up

## Departures



# Campus Map

Music  
Building

Girls  
Restroom

Closet

Boys  
Restroom

Library  
&  
Comp.  
Lab

PARKING AREA

GRASS FIELD

# Oroville Christian School



*But those that wait upon the Lord shall renew their strength; they shall mount up with wings as eagles; they shall run, and not grow weary; and they shall walk, and not faint.”*

*(Isaiah 40:31)*