

TUSCALOOSA CHRISTIAN SCHOOL

Parent/Student Handbook

1601 Prudes Mill Road
Post Office Box 250
Cottondale, AL 35453
www.tcswarriors.org
Phone: 205-553-4303
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Tuscaloosa Christian School

Established 1969

~ A Ministry of Cottondale Baptist Church ~

A Member of:

**Alabama Christian Education Association
American Association of Christian Schools
Alabama Independent School Association**

Accredited by:

**AdvancEd—SACS
Southern Association of Colleges & Schools**

**No applicant shall be denied admission on the
basis of race, color, or national origin.**

“Academic Excellence With Meaning”

Updated 10/14

TABLE OF CONTENTS

Page	
4.....	Letter from our School Administrator
5.....	God’s Simple Plan of Salvation
6.....	Letter from the Pastor of Cottdale Baptist Church
7.....	Qualifications for Tuscaloosa Christian School
8.....	Affiliation between TCS and Cottdale Baptist
9.....	Statement of Faith
10.....	Mission Statement
11.....	Christian Philosophy of Education
12.....	Our Objectives in Educating Your Child
14.....	Registration Policy
14.....	Tuition Payment Policy
15.....	Delinquent Tuition Policy
16.....	Admission Procedure
17.....	Insurance Requirement
18.....	Health Care
19.....	Reportable Diseases
19.....	Registration For Current & New Students
19.....	Student Sexual Harassment Policy
19.....	Bullying policy
20.....	Transfer Students
20.....	Absences
21.....	Excused and Unexcused Absences
21.....	Checking Out
22.....	Withdrawals
22.....	Campus Traffic
22.....	Student Drivers
23.....	Chapel
23.....	Bible Curriculum
23.....	Music Curriculum
24.....	Community Service
24.....	Patriotism
24.....	Textbooks
24.....	Homework
25.....	Field Trips
25.....	Room Parents
25.....	Lost & Found
25.....	Classroom Procedure
26.....	Athletics & Behavior at Athletic Events
26.....	Class Officers
27.....	Graduation Requirements
27.....	Academic Standing & Grading Scale For Grades 1-12

TABLE OF CONTENTS, CONTINUED

Page	
28	Progress Reports & Report Cards
28	Lockers
28	Visitors During School Hours
29	Boy-Girl Relationships
29	Telephone Usage, Phone Messages, Etc.
30	Parent-Teacher Fellowships
30	Good School Relations
31	To the Parent
31	Chart of Command
32	To the Student
34	Teacher Qualifications and Standards
34	Student Attire
37	Parents' Attire
37	Discipline
38	Forms of Correction
38	Detention System
38	Suspension From School
39	Major Offenses
39	Reasons for Dismissal or Off-Campus Suspension
41	Student Websites
41	Expulsion
41	Corporal Punishment
42	The School Office
43	Early Drop Off, The School Day Begins, Arrival, Tardies, Etc.
44	The School Day Ends, Students Left On Campus After 3:00
44	In Closing

Tuscaloosa Christian School

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Dear Parents & Students,

I would like to **welcome** you to Tuscaloosa Christian School. We feel a great responsibility for every young man and woman the Lord sends our way. I hope that you, too, feel the Lord's leadership in attending this place of learning. You may say, "Why would you say you hope I feel the Lord's leadership in attending Tuscaloosa Christian?" The reason is simply that many people do not place the proper value upon the responsibility every parent has in educating his/her children. Parents, by placing your children in Tuscaloosa Christian School, you have exhibited a desire to properly and carefully train up your children in the way that they should go.

The material combined in this handbook is to assure an orderly and successful school year. There must always be a clear understanding between parents, students, and the administration of what is expected. This handbook deals with many areas where questions usually arise. Hopefully, it will answer all of your questions.

My office is always open to you. Please call on me if I can be of assistance to you in any way. Again, let me say, "**Welcome to Tuscaloosa Christian School!**"

Sincerely,



Dan Lancaster, Administrator

GOD'S SIMPLE PLAN OF SALVATION

1. **All Have Sinned**
“For all have sinned, and come short of the glory of God.” Romans 3:23
2. **Sin Must Be Paid For**
“For the wages of sin is death; but the gift of God is eternal life through Jesus Christ our Lord.” Romans 6:23
3. **Jesus Paid For Our Sins**
“But God commendeth His love toward us, in that, while we were yet sinners, Christ died for us.” Romans 5:8
4. **What We Must Do**
“For whosoever shall call upon the name of the Lord shall be saved.” Romans 10:13
5. **How We Can KNOW We Are On Our Way To Heaven**
“He that believeth on the Son hath everlasting life.” John 3:36
6. **Assurance**
“...the gift of God is eternal life through Jesus Christ our Lord.” Romans 6:23

“And this is the confidence that we have in him, that, if we ask any thing according to his will, he heareth us: And if we know that he heareth us, whatsoever we ask, we know that we have the petitions that we desired of him.”

I John 5:14,15

Cottondale Baptist Church

2001 Church Street • Post Office Box 309 • Cottondale, AL 35453

Dear Parents and Students,

Welcome to the Tuscaloosa Christian School family! I feel a little strange writing this way, since my family and I have only been here a few weeks at the time of this writing. But TCS already feels like home. So, as one of the newer members of the family, let me be among the first to say, "We are glad you are here."

TCS is a place where Christ-centered instruction, caring teachers, challenging athletics, and expert administrators combine to give our students an education second to none. The vital bond between the school and Cottondale Baptist Church ensures that both will strive together for a common goal: "that in everything (Christ) might be preeminent" (Colossians 1 :18). The air of excitement at both church and school is infectious, and all I can say is, "Soli Deo Gloria!"

If you are looking for a church home, may I recommend Cottondale Baptist Church? We are a church committed to living out the Great Commandments of Jesus in Matthew 22:35-40 and summarized in the motto "Love God; Love People." Our preaching is verse-by-verse exposition of Bible books; our worship is God-centered and Christ-exalting; our fellowship is warm and genuine; and our witness to the world is undergirded by mutual accountability to live godly lives. We would love to welcome you to our church as well as to our school.

I am looking forward to a great year of serving the Lord together.

In Christ, the Victor!



David W. Bailey, Ph.D.
Pastor

QUALIFICATIONS FOR TUSCALOOSA CHRISTIAN SCHOOL

1. Are you a Christian?
2. Are you interested in an educational program that strives to teach academics in the light of Spiritual truth?
3. Do you support high moral standards in dress, talk, thought, and motive?
4. Are you willing to support the principles, policies, personnel , and procedures set forth at Tuscaloosa Christian School?
5. Do you believe that the spiritual part of the individual is important and should not be neglected?
6. Do you believe that Tuscaloosa Christian School is a work of God and not just another private school?
7. Are you and your family faithfully attending a good Bible-believing church?
8. Do you, as a student, consider attendance at Tuscaloosa Christian School a privilege and not a right?

Because people are used to living in a permissive society, many will not understand some of the principles, policies, and standards at Tuscaloosa Christian School. Please try to determine the motive behind the standards by asking yourself the following questions: Is our society in the United States dedicated to making a morally sound and useful individual of you or your child? If it isn't, then why be opposed to the principles, policies, and standards at Tuscaloosa Christian School that are designed with the child's future in mind?

It is understood that to be a student at Tuscaloosa Christian School is a privilege and not a right. This privilege may be forfeited by any student whose conduct, attitudes, and/or lack of progress, in the opinion of the administration, make it inadvisable for that student to remain in the school.

I. FOUNDATION

A. Affiliation

B. Statement of Faith

C. Christian Philosophy of Education

D. Objectives in Education

AFFILIATION



Tuscaloosa Christian School is an integral part of the Cottdale Baptist Church of Cottdale, Alabama. We are governed by a school board which also serves as the church board of deacons. Christian training in the school is from a Biblical approach, and Christ-like principles are clearly taught. No applicant shall be denied admission on the basis of race, color, or national origin.

Please read this Handbook in its entirety with prayerful consideration. If, after reading the Handbook and determining that the principles stated herein are the principles by which you want your child educated, then we will have a meaningful and productive school year. We will request that you sign a statement stating that you have read this Handbook at the time of registration.

STATEMENT OF FAITH

1. We believe in the absolute accuracy of the Word of God and that the Bible is verbally inspired and all-sufficient as the Christian's rule of life and practice. (II Timothy 3:16,17).
2. We believe in the total depravity of man through the fall of Adam. (Genesis 3; Romans 5:12-17).
3. We believe that the one true God is manifested in three persons: Father, Son, and Holy Spirit, equal in all things as eternity, omnipotence, omnipresence, and omniscience. (Matthew 28:19; II Corinthians 13:14).
4. We believe in the virgin birth of Jesus Christ (Luke 1:26-35); His absolute sinlessness (II Corinthians 5:21); and in the complete justification of the believer in Christ. (Acts 13:38,39; Romans 5:1).
5. We believe in the present assurance of salvation (I John 5:11-13); the present possession of eternal life by every true believer (John 5:24; 6:47); and the eternal security of the genuine believer. (John 10:28-30).
6. We believe that the ordinances of the Lord's Supper and baptism by immersion are to be observed by the church in the Lord's absence. (Matthew 28:19; Acts 8:36-39; Romans 6:1-5; I Corinthians 11:23-26; Acts 2:42).
7. We believe in the resurrection of all believers at the pre-millennial coming of Christ and in the review and reward of believers according to their life and works. (Luke 14:14; John 5:28,29; Romans 14:10-12; II Corinthians 5:10; I Corinthians 3:11-15; I Corinthians 15:22,23).
8. We believe in the love of God for the entire world (John 3:16), the necessity for the new birth through the Word and the Spirit of God (John 3:3-7; I Peter 1:23-25), the indwelling of every true believer by the Holy Spirit (I Corinthians 6:19; John 14:16,17); the uselessness of human works and merit to obtain salvation. (Romans 4:5; Ephesians 2:8,9; Titus 3:5).
9. We believe in the finished work of Christ through which complete and eternal atonement for sins has been effected. (John 19:30; Hebrews 9:26,28; Titus 3:5).
10. We believe in salvation by grace alone through faith. (Ephesians 2:8,9; Acts 16:30,31).

11. We believe in the efficacy of the Blood of Christ, apart from which there can be no salvation (Hebrews 9:22; Ephesians 1:7; Colossians 1:20; I John 1:7); His vicarious death (Romans 5:6-8); Luke 24:26-40); His visible ascension (Luke 24:50,51); His present enthronement (Hebrews 1:3); and in His high priestly ministry and advocacy. (Hebrews 7:25,26; I John 2:1).
12. We believe that mankind is absolutely helpless and cannot please God in an unregenerate condition. (Romans 3:9-19; 8:8).
13. We believe in the immediate entry into a literal hell by every person who dies without Christ (Luke 16:19-31); the resurrection of all such persons to stand before the Great White Throne of Judgment (John 5:28,29; Revelation 20:11-13); and the consignment of all such persons into a lake of fire forever. (Matthew 25:46; Revelation 20:14,15).
14. We believe in separation from sin and the world by the Christian and a godly life to the glory of God. (II Corinthians 6:14; 7:1; Titus 2:11-14).
15. We believe in the rapture of the church, at the coming of Christ, to meet Him in the air (I Corinthians 15:51-57; I Thessalonians 4:13-18); the revelation of Christ at His coming to the earth prior to the setting up of His millennial kingdom (II Thessalonians 1:6-10); and the personal, literal reign of Christ over this earth for one thousand years. (I Corinthians 15:24-28; Revelation 19:1-11; 20:6).
16. We believe that God has commanded that no intimate sexual activity be engaged in outside of marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. (Gen. 2:24; Gen. 19:5, 13; Gen. 26:8-9; Lev. 18:1-30; Rom. 1:26-29; 1 Cor. 5:1; 6:9; 1 Thess. 4:1-8; Heb. 13:4)
17. We believe that the only legitimate marriage is the joining of one man and one woman. (Gen. 2:24; Rom. 7:2; 1 Cor. 7:10; Eph. 5:22-23)

MISSION STATEMENT

Tuscaloosa Christian School exists to challenge young people to know Jesus Christ as Savior and Lord, to live according to Biblical principles, and to equip them with the necessary knowledge and skills to serve others.

CHRISTIAN PHILOSOPHY OF EDUCATION

Christian education is based upon God and those absolutes established by Him. God sustains a systematic order from the vastness of space to microscopic creation. In the physical, mental, and spiritual realms, God is the personally interested Heavenly Father.

Origins

God planned and created all things. Life was no accident. Plants, animals, fish, fowl, and man are all created and sustained in their own order and are not an end to themselves but are all working into God's plan.

Man

God created man in His image. Man has a never-dying soul and is responsible to God in all matters. Eternal life is available to all men through faith in Jesus Christ as Savior and Lord.

Society

When honored, God's laws guide man's relationships and result in justice and morality. Under Biblical principles, man has rights of individual decision resulting in personal responsibility.

Education

Education begins with the promise that God is and ever shall be. When one is properly oriented, he discovers that life is a wonderful part of a great plan that involves time and eternity. The school, church, and home should work hand in hand to develop the whole man: body, soul, and spirit.

GENERAL GOALS

- ◆ To prepare students spiritually by instilling in them a love for God's Word, God the Father, the Lord Jesus Christ, and the Holy Spirit, and a personal sense of responsibility to be all God wants them to be.
- ◆ To offer an instructional program that meets the academic needs of each student and prepares him/her for the next level of education or place in society, whatever it may be.
- ◆ To develop a sense for responsibility in each student, as a citizen and as a Christian, to stand for right in the world, and to take spiritual leadership roles in school, home, church, community, state, nation, and the world.
- ◆ To offer opportunities to participate in wholesome forms of recreation and physical activity for the development of the whole person, physically, socially, and spiritually.
- ◆ To provide students with opportunities for service to God and their fellow man.



OUR OBJECTIVES IN EDUCATING YOUR CHILD

1. To prepare children spiritually by instilling in them a love for the Lord Jesus Christ, God the Father, and His Holy Spirit, and a personal sense of responsibility to be all God wants them to be.
2. To prepare children to successfully live balanced Christian lives in an unbalanced world.
3. To encourage them to think clearly, logically, and independently.
4. To offer an instructional program that meets the academic needs of children.
5. To develop an understanding of the world in which they live and the ability to appreciate and adjust to their environment.
6. To achieve mastery in the tools of learning and communications.
7. To develop a sense of responsibility in each child as a citizen and a Christian.
8. To develop a moral, ethical, and spiritual sense which will aid them in the appreciation of their own personal worth and that of others.
9. To provide them with opportunities to develop an understanding of and an appreciation of their own personal worth and that of others.
10. To provide opportunities for developing skills necessary to make a living.
11. To offer opportunities to participate in wholesome forms of recreation.
12. To prepare each child for an outstanding position in life, to prepare for spiritual leadership in school, home, church, community, state, nation, and the world.

REGISTRATION POLICY

Page 13

A registration fee is charged for each student each year. This fee must be paid and enrollment forms completed before a child is officially enrolled for the school year. TCS families who re-register their children before March 31 will receive a discounted registration fee. **The registration fee is non-refundable.** At the time of registration for a new student, you will also need to furnish TCS with a State of Alabama Immunization Form, a copy of the student's birth certificate, the student's social security number, and insurance coverage information.

YEARLY FEES

Yearly fees - For all grades, yearly fees are prorated as part of your tuition. Fees for K4 & K5 include: books, AACS dues, Weekly Reader school supplies, SAT, Yearbook and K5 Graduation. Fees for Grades 1-12 include: books, AACS dues, SAT, elective fees, art or choir fees, science lab fees, computer lab fees and Yearbook. Should a student withdraw before the end of the year, the remaining portion of fees must be paid before report cards or transcripts are released.

ATHLETIC FEES

All Sports fees must be paid prior to the student playing the first game of any season. If the fees aren't paid, the student is ineligible to play.

TUITION PAYMENT POLICY

The tuition payments are due on the 1st of the month. There are no deductions for months with holidays or for absences from school. If a tuition payment is not received in the office by the 10th of the month, a late fee of \$30 will be charged. **NOTE:** Tuition for one semester must be paid before the pupil may continue the next semester. Report cards and transcripts will be held if payments are not made in full. All other fees are due by the date listed on the Financial Information Sheet which is available in the office. Any child entering TCS after the school year begins will pay the registration fee, that month's tuition payment, and all other fees as outlined on the Financial Information Sheet. When making payments, please deal directly with the TCS bookkeeper in the school office regarding tuition and fees.

~ **THERE IS A \$25 FEE FOR RETURNED CHECKS** ~

TUITION DISCOUNTS OFFERED

Children of parents who are members of Cottondale Baptist Church will receive a \$250 per year tuition discount. It is understood that church families will financially support Cottondale Baptist Church in tithes and offerings. If parents move their membership to another church, they will at that point forfeit their tuition discount. TCS will provide a form for the pastor of Cottondale Baptist Church to verify membership. This form must be turned in to receive this discount. If accounts become delinquent for two consecutive months, discounts will be lost and full-price tuition will be charged.

TCS Alumni will receive \$250 discount per year for the 1st and 2nd child. Police Officers, Firefighters and Active Military Families will receive 25% off tuition. Full-Time Pastors receive 50% off of their tuition. The fee part of tuition is not eligible for these discounts. Parents can earn a \$20 per month or \$200 deduction in tuition if they refer a new family and that family enrolls their student. The deduction is off of total tuition and is good for that one year. The family must list your name on the **Financial Agreement** for you to be eligible for the discount.

DELINQUENT TUITION POLICY

Tuition is due on the first (1st) of the month and will be considered late if it is not paid by the 10th of the month (\$30 late fee) .

When a tuition payment has not been received in our office by the 10th of the month, our bookkeeper will mail a “past due” notice to the parents. This “past due” notice will be mailed the next business day. If fees have been added to the monthly payment they will be considered as tuition.

In the event we have not received the tuition payment by the last day of the month, a second notice will be sent to the parents informing them of the past-due tuition and reminding them of our policy. This letter will state that the parent or person responsible for paying the tuition bill will be given five (5) days to come to the school office to make the payment or to make arrangements regarding payment of the outstanding tuition.

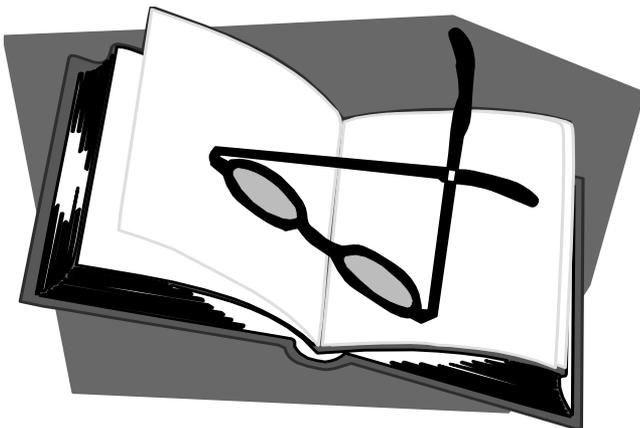
If, after five days from the date on the previous letter, we have not heard from the parents, the school will attempt to contact the parents by phone. If for any reason we are unable to make contact, or if the tuition still has not been received, our “cut off” letter will be sent informing the parents that their child will not be allowed to attend class or to participate in any other school activity after the 30th day of the month. It will be necessary to either pay the tuition in full or to make acceptable arrangements with the office before the child can resume normal class attendance or participate in any sports or other school-related activities.

IMPORTANT NOTE: When a child’s tuition reaches the “past due” status, all official reporting information will be held by the school until payment is made or arrangements are made by the parents with the school office. If a student who has an outstanding amount owed to Tuscaloosa Christian School transfers to another school, that student’s transcript will be held in the Tuscaloosa Christian School office until all financial obligations are paid in full. No child will be re-enrolled for the next school year until all previous years’ tuition and/or fees have been paid in full.

GENERAL INFORMATION

ADMISSION PROCEDURE

A parent should come by the TCS Office and pick up the enrollment forms or you can print them out from the school's website: www.tcswarriors.org. These forms need to be completed and returned to the school along with the student's last report card or achievement scores. After the Administrator has reviewed the forms an interview with the Administrator will be scheduled to determine if the student can then register. If entering grades 6-12, the prospective student(s) should attend the meeting with the parent(s). If it is determined from your meeting with the Administrator that the student needs to be tested for achievement level, mental ability, etc., a testing time will be scheduled. Every student who registers should provide the following information to complete registration: 1) Copy of Birth Certificate, 2) Copy of Social Security Card, 3) Copy of Insurance, 4) Original immunization or blue card.



First Grade

In order to attend our first grade, the child must be six by September 1 and must score satisfactorily on the first grade readiness test, if given. If possible, please furnish a recommendation of readiness from the kindergarten teacher.

Grades 2-12

A student must have at least average ability and a commendable conduct record. A student is expected to have achieved sufficiently so that he can carry the grade level to which he is assigned.

When it has been determined that it would be appropriate to register your child, please come by the TCS office to fill out the registration forms which must be completed and turned in with the registration fee. Also at the time of registration, we must have the State of Alabama immunization form, a copy of the student's birth certificate, and the student's social security number.

A Financial brochure is available in the TCS Office. It lists all tuition rates, fees, etc. Read it carefully to see exactly what is owed and dates payments are due. Please note that there is a reduced tuition rate for those families who have more than one child in grades 1-12.

INSURANCE REQUIREMENT

All students must show proof of hospitalization/accident insurance coverage or must purchase a school insurance policy. Applications are available in the school office for those needing to purchase insurance.



HEALTH CARE

All students entering Tuscaloosa Christian School for the first time must be immunized before admission to class. This immunization should be taken care of through your physician or the State of Alabama Health Department. An up-to-date State of Alabama Immunization Form must be presented to the office at the time of enrollment. **NO CHILD SHALL BE ADMITTED TO CLASS UNTIL THE PROPER IMMUNIZATION FORM IS ON FILE IN THE OFFICE.** Each child's DTP boosters should be kept annually and updated immunization forms turned in to the school.

Please limit medications that a child brings to school. No oral medicine will be given at school at any time without a signed medical release form. Please do not send a sick child to school. A student who is ill or has a fever will not be permitted to attend class. **A child must be fever free for 24 hours before being admitted to class.** If a student gets sick during the school day, the office will call the parent to take the child home. Minor cuts, scratches, and bruises are attended to by school personnel. If a child is hurt during the school day and needs further treatment, the parent will be notified immediately.

Tuscaloosa Christian School desires to maintain a healthy school environment by instituting controls designed to prevent the spread of communicable diseases. The term "communicable disease" shall mean an illness which arises as a result of a specific infectious agent which may be transmitted either directly or indirectly by a susceptible host or infected person or animal to another person. A teacher or administrative official who reasonably suspects that a student or employee has a communicable disease shall immediately notify the school administrator. Any student or employee with a communicable disease for which immunization is required by law or is available, shall be temporarily excluded from school while ill and during recognized periods of communicability. Students and employees with communicable diseases for which immunization is not available shall be excluded from school while ill. If the nature of the disease and circumstances warrant, TCS may require an independent physician's examination of the student or employee to verify the diagnosis of communicable disease. TCS reserves the right to make all final decisions necessary to enforce its communicable disease policy and to take all necessary actions to control the spread of communicable disease within the school.

Head Lice

Tuscaloosa Christian School will conduct periodic head lice checks. In accordance with the Alabama Department of Health regulations, no student will be admitted to class if there is the presence (or appearance) of head lice and/or nits in his/her hair. **All nits and/or head lice must be removed before the student will be allowed to return to class.** After the child is treated, the parent must bring the student to school to be checked by a school official before being admitted to class. A child's absence for head lice/nits will be counted as an excused absence for three (3) school days. If a child's head has not been cleared in three (3) days, any following days will be unexcused.

Blood Borne Pathogen Training

Prior to school starting each year, our staff members are given annual blood borne pathogen training for proper care of bleeding situations. Federal guidelines will be followed for treatment of bloody situations as well as in the clean-up procedure.

Asbestos

Tuscaloosa Christian School is in compliance with AHERA asbestos inspection and management.

THE REPORTABLE DISEASES INCLUDE:

AIDS	Encephalitis	Lymphogranuloma	Poliomyelitis	Syphilis
ARC	Giardiasis (acute)	Malaria	Psittacosis	Tetanus
Amebiasis	Gonorrhea	Measles (rubeola)	Rabies	Toxoplasmosis
Possibly rabid bite	Granuloma Inuin.	Meningitis	Relapsing Fever	Trichinosis
Anthrax	Hemorrhagic Fever	Meningococcal	Rocky Mountain	Tuberculosis
Botulism	Hepatitis	Mumps	Spotted Fever	Tularemia
Brucellosis	Histoplasmosis	Paralytic Shellfish	Rubella	Typhoid Fever
Campylobacteriosis	HIV	Poisoning	Salmonellosis	Typhus
Chancroid	Legionnaire's Dis.	Pertussis	Schistosomiasis	Vibrio Cholera
Dengue	Leprosy	Pesticide Poison	Shigellosis	Vibrio Infections
Diphtheria	Leptospirosis	Plague	Smallpox	Yellow Fever

STUDENT SEXUAL HARASSMENT POLICY

TCS is committed to maintaining an academic environment in which all individuals treat each other with dignity and respect, and which is free from all forms of intimidation, exploitation and harassment, including sexual harassment. This school is prepared to take action to prevent and correct any violations of this policy; anyone who violates this policy will be subject to discipline, up to and including termination or expulsion. "Sexual Harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting.

BULLYING POLICY

It is the policy of Tuscaloosa Christian School to maintain a safe learning and work environment that is free from bullying. Students, staff, and the school community are expected to conduct themselves in a respectful, Christian manner, and demonstrate a level of respect and dignity towards others. We prohibit all forms of bullying.

REGISTRATION FOR CURRENT AND NEW STUDENTS

Registration is open to all current students beginning in February. At that time parents can register their student(s) at a reduced rate. All registration forms must be turned in with fees. New student should begin the admissions procedure as outlined on page 16.

TRANSFER STUDENTS

Students who transfer to TCS from other schools will be accepted on a **temporary** basis. After satisfactorily completing a 6-week period of work, a permanent status may be assumed. Credits from a non-accredited school will be accepted when the student has satisfactorily completed a six-weeks period of work. Unacceptable work may result in the student being placed on a grade level best suited for his achievement or being asked to transfer. It must be understood that moneys paid are **NOT** refundable should the student not remain at TCS.

ABSENCES

When a student in grades 1-12 has been absent for any reason, the parent should write a note of explanation concerning the reason for the absence. This note is to be sent with the returning student the day he returns to school and turned in to the office. The note will be used to determine if the absence is excused or unexcused. The absence update will be published on the morning report to let the teacher(s) know the status of the absence (excused or unexcused). If a student does not bring the above-mentioned excuse within **three (3)** days of the absence, the absence will automatically be **UNEXCUSED**, resulting in academic penalties. A **doctor's excuse** is required as of the **10th absence** and above in order to be excused as well as any **tardy** due to sickness. A student in grades 1-6 who misses more than **20 days** per year (**excused or unexcused**) or a student in grades 7-12 who misses more than **10 days** per semester (**excused or unexcused**) may jeopardize his promotion to the next grade. Parents, it is important that you help us in this matter of school attendance. You know the importance of being in school, and you should see that your child is in school. Also, you should be aware of every absence your child has. At TCS, being a Christian school, we do all we can to work with the parents. Recommendations for waiver of this policy must be made by the Administrator and approved by the Pastor.



REMEMBER: A note stating the reason for the absence should be turned in to the office on the day the student returns to school.

EXCUSED ABSENCES

Absences will be considered excused for the following reasons:

1. Sickness of the student
2. Death in the student's family
3. Other unavoidable emergencies in the student's family
4. Pre-Approved absence which was pre-planned through the office and approved by the Administrator PRIOR to the absence taking place pursuant to the guidelines found on the Pre-Approved Absence form which is available in the office.

A student who is absent and excused will be required to make up work missed in class. It is the student's responsibility to obtain all make-up work from the teacher(s) immediately upon returning to school. NOTE: In grades 7-12, it is NOT the teacher's responsibility to see that missed work is made up.

To obtain the homework for your student, access ParentsWeb through www.renweb.com. Should you have problems accessing this, contact the school office for assistance. Please make arrangements to pick up your child's work assignments and books after school. Doctor's appointments should be scheduled after school hours when possible. When this is not possible and a student misses any class to go to the doctor, a signed doctor's excuse is required upon return to school in order for the absence from class to be considered excused. A student must attend at least four (4) class periods in order to be counted present for the day. Students in grades 7-12 can be counted present for the day by attending four classes yet be counted absent in the classes they miss. A student who is absent more than the allowed number of days in any one class may jeopardize their ability to pass the class.

UNEXCUSED ABSENCES — GRADES 1-12

Any absence apart from those listed previously under "Excused Absences" will be unexcused. A zero will be given for any daily work missed while the student is out. Tests may be made up with the student receiving 59% of the grade earned. It is the high school student's responsibility to set up a time with the teacher to make up a missed test and not the teacher's.

CHECKING OUT

Students who are checked out before the end of school must have an excused reason for the check out to avoid the consequences of the unexcused class absence.

WITHDRAWAL FROM TCS

Withdrawal from school must go through the school office. Students having attended one day or more of any month will owe the full month's tuition. The school will **NOT** ISSUE REPORT CARDS OR FORWARD TRANSCRIPTS to another school until all financial obligations are paid in full at TCS. A withdrawal form must be filled out in the office and signed by the parents and the Administrator before report cards and permanent records may be sent to another school or any moneys refunded.

CAMPUS TRAFFIC



Traffic on campus is one-way. Please observe lanes, etc. Due to the presence of children, always drive with caution on campus. When dropping off and picking up students, **ALL** parents should drive in the designated lanes in **front** of the school. Pull all the way up in your lane, drop off or pick up your child, and leave so congestion does not occur. **Drive Slowly and use extreme caution when on campus!**

STUDENT DRIVERS

We request that high school students not drive cars to school unless there is a necessity for doing so. It will be expected that each driver abide by the following rules:

1. Students must park in the assigned areas.
2. Driving off school grounds during school hours is not permitted without permission from the school office.
3. Students must leave their cars immediately upon arrival at school. Sitting in cars is not permitted at any time during the day.
4. Students may not go to their cars during the school day without permission from the school office.
5. All students who drive to school must have their driver's license numbers registered with the school office. All student vehicles must also be registered with the school office. This would include the vehicle's make, model, and tag number. Students failing to provide such information will not be allowed to drive his/her vehicle on school property.

6. It is understood that vehicles driven by students to and from school must not have offensive or obscene bumper stickers displayed on them. Students are forbidden to bring onto school grounds any material that may be regarded as pornographic.
7. Failure to comply with any of the above rules, or improper driving conduct such as speeding, reckless driving, etc. on the way to or from school or on school property will be sufficient grounds for revocation of the privilege to drive to school.

CHAPEL

Chapel will be held at least one day of each week throughout the school year.



BIBLE CURRICULUM

At TCS, Bible study is recognized as a fundamental requirement for all students. It augments the subjects of english, history, social studies, science, and health. Without Bible study, a student can hardly be called educated in the true sense of the word. The Bible says, “The fear of the Lord is the beginning of knowledge.” The Bible offers the best guide for this life, and the only hope for the life to come. There is no other book that can enrich and influence the mind and heart like the Bible. Because of this standard, all students are taught a planned program of Bible study each day and attend chapel programs to hear messages from the Word of God. Bible study and Bible memory work are required of each student who attends TCS.

MUSIC CURRICULUM



Music is taught in all lower grades. This includes group singing, rhythm skills, and an introduction to the family of instruments. Students in grades 5-6 choose between choir and band for their music class. Students in grades 7-12 may join a choir as well as the

COMMUNITY SERVICE

In keeping with the TCS mission statement, 40 hours of community service are required for students entering the ninth grade as a graduation requirement (minimum 10 hours per year for grades 10-12). Community service options will be given to all high school students. The administration must approve all community service hours.



PATRIOTISM

Our students are regularly required to recite the Pledge of Allegiance to the United States flag and are continually taught to love their country and that they should be willing to serve their country in the armed forces in whatever way possible for the defense of our country.

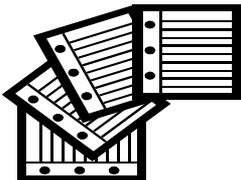
TEXTBOOKS

Textbooks will be issued at the beginning of each semester. The cost of these books is covered in the yearly fee. Hardback textbooks are loaned to the student. Workbooks or soft-back texts may be kept by the user at the discretion of the teacher. Any damage to textbooks beyond normal wear will be paid for by the student. In case of loss of loaned textbooks, students will be charged for the total price of replacement of such books. Students are required to have book covers for the protection of hardcover books.

HOMEWORK

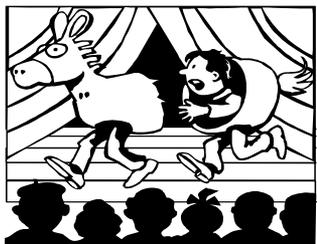
Believing that homework is an integral part of the school program, each teacher is at liberty to give homework to aid the students to advance in their studies. Therefore, each student is required to complete his homework assignments on time. Homework is given for several reasons:

1. For drill. We believe that most students require solid drilling in order to master material essential to their educational progress.
2. For practice. Following classroom explanation, illustration, and drill on new work, homework is given so that the material will be mastered.
3. For remedial activity. As instruction progresses, various weak points in a student's grasp of a subject become evident. Homework following instruction is given to overcome such difficulties.
4. For special projects. Book reports, compositions, special research assignments, and projects are some of the activities that are frequently the subject of homework attention.



We do request that parents cooperate in seeing that the homework assignments are completed. Repeatedly delinquent homework could result in a student's suspension or expulsion.

FIELD TRIPS



The value of learning beyond the classroom walls is beyond dispute. Therefore, almost all classes have educational field trips. A permission letter explaining the objectives of any field trip and containing a permission slip will be sent to each parent. Each slip must be returned with the parent's signature. Parents who attend field trip with their child are not to bring siblings.

ROOM PARENTS

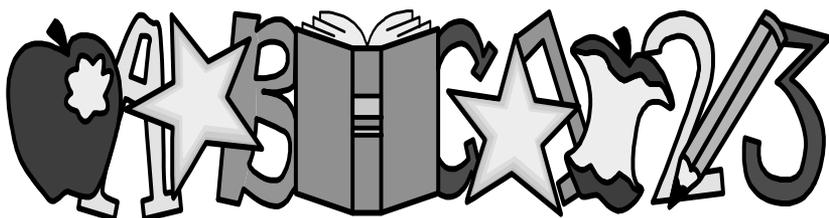
Room parents are needed to take charge of refreshments for parties, parent-teacher fellowships, and help on field trips, transportation, etc. Please notify the teacher if you would be able to assist in this way.

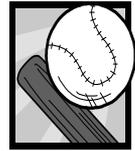
LOST AND FOUND

Found articles are taken to the office or in the equipment room in the gym. Articles may be retrieved for 50 cents. This is a policy we have established in order to teach students the responsibility of caring for their personal possessions. If not promptly retrieved, they will be donated at a local charity.

CLASSROOM PROCEDURE (GRADES 7-12)

1. Students should be in the proper classroom at their scheduled times. No student should be in any classroom at an unauthorized time.
2. Students are recognized for oral response by raising their hands. Teachers may require students to stand for response, if desired.
3. Students are to have passes before they leave any class during class time.
4. Students are to be in class at all times unless ill or excused by the teacher. Only the administration can grant permission for a student to leave the campus during the school day.





ATHLETICS

Athletics are offered as a means of developing leadership, sportsmanship, and Christian character.

Eligibility (Including Cheerleaders)

1. Students must maintain at least a C (70) over all average (with no F's) in academic subjects in including Bible order to be eligible to play in athletic events. Students not meeting the academic requirement at progress report time may participate as soon as grades are brought up. If the academic requirement is not met at the nine week or semester grades, the student may not participate in events until the next progress report.
2. Attendance in a minimum of four (4) classes at school on the day of the event is required for participation. (Possible exception: some out-of-town road trips.)
3. All athletes must be insured through the school insurance offered or must supply proof of insurance coverage by a family policy.
4. Sport Fees must be paid prior to 1st game.
5. Cheerleaders—Girls must have attended TCS for one full semester before try-outs.

BEHAVIOR AT ATHLETIC EVENTS

Although the tempo of athletic competition often lends itself to becoming emotionally involved, we do not condone unsportsmanlike behavior from the faculty, coaches, players, cheerleaders, or spectators. **Respect is to be shown** at all times to game officials, opponents, and persons from schools with whom we compete. All complaints or disagreements are to be shared with either the TCS athletic director or administrator privately. Unsportsman like behavior at athletic events may result in not being able to attend or removal from any athletic event.



CLASS OFFICERS

Each homeroom shall have at least four class officers: Chaplain, President, Vice-President, and Secretary-Treasurer. In order to hold a class office, the student must have a good conduct record and have a C+ (or better) average in academics. The student must have been at TCS for one semester prior to being nominated for office. The student must also attend church regularly.

GRADUATION REQUIREMENTS

Credits are issued per semester when a passing grade has been earned. Credits begin in the 9th grade Tuscaloosa Christian School offers two different diplomas: **GENERAL** diploma and **ADVANCED** diploma to those who complete the following academic program:

***ADVANCED DIPLOMA**

Bible.....	3.5
English.....	4.0
History.....	4.0
Science.....	4.0
Math.....	4.0
Foreign Language.....	2.0
Physical Education.....	1.0
Health.....	0.5
Computer Applications.....	0.5
Fine Arts.....	0.5
Electives.....	<u>0.5</u>
TOTAL.....	25.0

****GENERAL DIPLOMA**

Bible.....	3.5
English.....	4.0
History.....	4.0
Science.....	4.0
Math.....	4.0
Foreign Language.....	1.0
Physical Education.....	1.0
Health.....	0.5
Computer Applications.....	0.5
Electives.....	2.0
Fine Arts.....	<u>0.5</u>
TOTAL.....	25.0

*All Seniors must take the ACT before graduation. Students must take the ACT no later than October of the Senior year.

**Seniors must score a minimum of 19 to receive the Advanced Diploma.

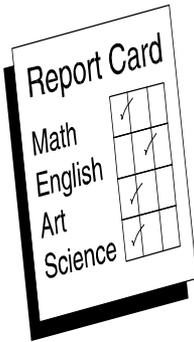
*** A student may not have lower than a C average in any class to received an Advanced Diploma.

<p>ACADEMIC STANDING</p> <p>10th grade..6 credits earned</p> <p>11th grade..12 credits earned</p> <p>12th grade..18 credits earned</p>	<p>TCS GRADING SCALE</p> <p>“A”.....90-100</p> <p>“B”.....80-89</p> <p>“C”.....70-79</p> <p>“D”.....60-69</p> <p>“F”...59 and under</p>
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40 hours of community service is required for graduation (minimum 10 hours per year).

PROGRESS REPORTS

At the midpoint of each nine week grading period, a progress report will be either e-mailed to the parent or a paper copy sent home if internet is not available. The report is to be signed by the parent and returned to the teacher the next day. A demerit will be issued if the Progress Report is not returned within the proper time limit of three days.



REPORT CARDS

The purpose of our reporting system is to give parents an accurate indication of the progress or lack of progress achieved by their child (ren). Report cards are issued approximately one week after the end of each nine weeks grading period. For students in grades 7-12, a demerit will be issued if the report card is not signed and returned to the teacher within the proper time limit of three days. **THERE IS A \$10 CHARGE TO REPLACE A LOST REPORT ENVELOPE.**

LOCKERS

All students in grades 7-12 are assigned a locker. Books and materials are to be kept in the locker and not on top. Items left on top of lockers may be taken to lost and found. The school will not be responsible for items stolen out of unlocked lockers.

VISITORS

1. All visitors are to report directly to the office. This applies to parents, sales representatives, former students, prospective families, etc.
2. Parents of TCS students are encouraged to visit our school at any time. However, parents desiring a conference with a teacher must call for an appointment.
3. Visitors are not allowed to visit classes without a visitor's pass from the office.
4. Persons on campus without legitimate reasons and/or without approval of the office are trespassing and subject to arrest.

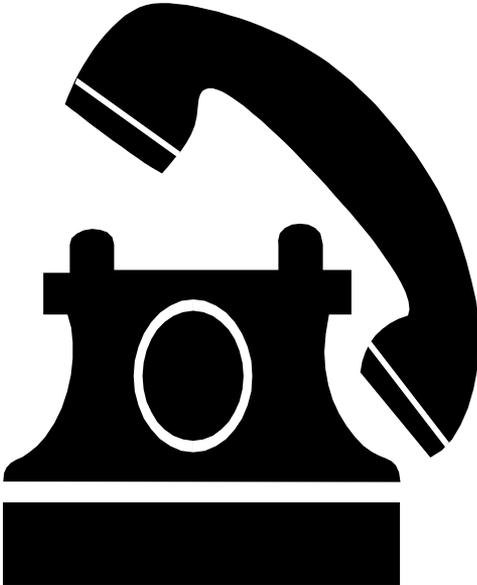
BOY-GIRL RELATIONSHIPS

Students are expected to refrain from physical displays of affection and are to maintain a wholesome relationship above all reproach. This includes behavior at extra-curricular activities, ball games, field trips, etc. Holding hands as well as intimate behavior (petting, hugging, kissing, etc.) are a violation of school policy, and students in violation will be dealt with appropriately.

TELEPHONE

Students are not allowed to use the phone in the office except for emergencies, and one of the office personnel will make the call

for the student. Parents, please be sure that after-school pick-up and other arrangements are taken care of before your student comes to school. These types of messages for students are highly discouraged. **NOTE: Only URGENT messages will be delivered to students during the school day.**



Inclement Weather

An announcement of “No School” will be made by 6:30 a.m. Parents and Teachers should listen to one of the following stations for announcements concerning school cancellations:

Television: ABC 33/40

Radio: WTXT 98.1 FM

III. OPERATION

A. Parent-Teacher Fellowships

B. Good School Relations

C. To the Parent

D. To the Student

PARENT-TEACHER MEETINGS

Parent-Teacher Meetings are under the direction of the school staff. Such meetings are vital and parents should attend. There is a general meeting for everyone. At the conclusion of the general meeting, parents will be dismissed to go to their child's classroom. Teachers are available for discussion regarding your child and our program. The dates of the PTM meetings will be announced in the TCS Newsletter and are included in the School Calendar which is published and made available at the beginning of the school year. Other meetings may be planned when deemed necessary. We will send notes home with details concerning extra meetings.

~ TO THE PARENT ~

(Please read this section carefully, prayerfully, and thoroughly)

Supporting Authority: Teachers and administrators are ordinary human beings with extraordinary responsibilities. Our service in the Christian School is motivated by a deep desire to communicate those spiritual, academic, and other lessons of life which will be most beneficial to your children.

If it appears that we have been arbitrary or wrong in dealing with your child, we would urge that your first effort be to determine the total situation and the reasoning that directed our decision. When we are at fault, we will try to accept your counsel and correct the mistake. When our evaluation of the total situation impels us to stand firm, we will try to do so graciously.

Parental criticism and downgrading the school administration or faculty in the hearing of your children may destroy their respect for the school. When respect for authority is diminished by careless parental words or actions, the school can contribute little more to the development and education of your child. If you have a grievance with the school, please follow proper procedures in dealing with the grievance as shown below.

CHART OF COMMAND



In solving a problem which might arise, always begin with your child's teacher before you proceed to the next level of authority. This orderly approach will assure that any problem between the student and the school is properly solved. Parents are responsible to God for the education of their children. If the parents cannot support the school, they should withdraw their child.

A dynamic work such as education has problems. These

problems must be approached and solved in an orderly manner. This brings parents and teachers to the application of Christian ethics. One of the strengths of Christian schools is the way parents and teachers cooperate in working and praying through problems. Problems are solved on a spiritual and practical level.

1. Have a spirit of cooperation and understanding.
2. Do not listen to gossip or hearsay about teachers, students, or problems having to do with the school.
3. Encourage your child to do his best, but don't expect more than he is able to achieve.
4. Take an interest in the activities of the school.
5. Criticize only to the appropriate personnel of the school, and then only in a constructive manner.
6. Pray for the staff, teachers, and administration of TCS.
7. Pray for wisdom in rearing and training your child.

TO THE STUDENT

Tuscaloosa Christian School seeks to develop young people who will be faithful to serve the Lord and be good witnesses. Thus, we expect our students...



1. To be loyal to the Lord Jesus Christ.
2. To have daily devotions and a desire to win souls.
3. To be loyal to Tuscaloosa Christian School, the administration, and the faculty.
4. To abide by the rules of the school and maintain a testimony away from the school.
5. To prepare studies to the best of their ability.
6. To support all school activities.
7. To attend all classes regularly.

IV. REGULATIONS

- A. Teacher Qualifications and Standards**
- B. Student Attire**
- C. Parent Attire**
- D. Discipline**
- E. Forms of Correction**
- G. Detention System**
- H. Suspension**
- I. Major Offenses**
- J. Reasons for Dismissal or Off-Campus Suspension**
- K. Expulsion**
- L. Corporal Punishment**
- M. The School Office**
- N. School Hours**
- O. The School Day Begins**
- P. Procedure For Tardy Students**
- Q. The School Day Ends**
- R. In Closing**

TEACHER QUALIFICATIONS AND STANDARDS

All teachers and faculty members of Tuscaloosa Christian School are approved academically, morally, and spiritually by the Superintendent of Tuscaloosa Christian School before they join the faculty. The foremost requirements for teachers of Tuscaloosa Christian School are an unselfish dedication to Christian education, a sincere love for children, and a complete devotion to the Lord Jesus Christ.

Members of the Tuscaloosa Christian School faculty and staff are required to abstain from smoking, gambling, dancing, wearing immodest apparel, using alcoholic beverages, attending questionable forms of entertainment, and other worldly practices that would hurt their testimony.

Full-time employees of Tuscaloosa Christian are expected to give a testimony of the saving grace of Jesus Christ in their lives, to be active church members, to be active participants in the services of their church and faithful to all services including Wednesday evening prayer meeting, Sunday school, training union, Bible conferences and revivals, soul-winning visitation, and to give a tenth of their income for support of the Lord's work (tithe).

All classroom teachers are certified by AACS.

STUDENT ATTIRE

Tuscaloosa Christian School desires to be in compliance with the Word of God relative to dress and appearance. The Bible does not specify exactly what should be the length of hair or the particulars of dress. However, the Bible does teach that we should be "unspotted from the world" as a principle, and we should desire to honor God's Word.

Rules concerning attire and hairstyles are made for what we feel is best for the overall school policy and testimony. We realize interpretation of these rules can vary with teachers, parents, and students. Therefore, we assure you that we will be fair and reasonable in our approach to enforcing our policies. It isn't our desire to be rigid and regimental, but rather to create an atmosphere that is conducive to discipline, learning, and maintaining a good testimony. **THE ADMINISTRATION RESERVES THE RIGHT TO DETERMINE WHETHER THE STUDENT'S DRESS AND APPEARANCE ARE PROPER.**

K4 & K5 Dress Code

Girls: Girls may wear full length pants, jeans, capris, or modest length shorts. All pants and shorts must have a hem. No cut-off shorts are permitted. If leggings are worn, the shirt must reach their fingertips. T-shirts with questionable pictures or wording must be avoided. Girls may also wear modest length skirts or dresses. Sundresses or spaghetti strap dresses must have a blouse worn underneath. **Boys:** Boys may wear full length pants, jeans, or shorts. All pants and shorts must have a hem. No cut-off shorts are permitted. T-Shirts with questionable pictures or wording must be avoided. Their hair must not hang over the collar or over their ears, and should not touch the eyebrows if combed straight down on the forehead. Boys are not allowed to wear earrings or necklaces. *These guidelines will be enforced throughout the school year and parents are asked to cooperate fully.*

Elementary Dress Code—Grades 1-4

Girls: Pants/Capris/Shorts: Girls may wear loose-fitting full length pants or jeans, mid-calf length capris, or knee length uniform style shorts. Pants and shorts must have a hem. No cut-off shorts are permitted. No spandex, leggings, or skinny-fit pants. **Shirts:** Loose fitting T-shirts and blouses may be worn, but should not have any questionable pictures or wording. **Skirts/Dresses:** Skirts and dresses must be knee length. Jumpers and sundresses must have a blouse underneath. **Shoes:** Loafers, lace up, or non-marking tennis shoes are to be worn with socks. Sandals with a heel strap and slide style shoes are also permitted.

Boys: Pants/Shorts: Boys may wear jeans, khaki, tan, navy, or black slacks or knee length uniform style shorts. Pants and shorts must have a hem. No cut-off shorts are permitted. **Shirts:** loose-fitting T-shirts and shirts may be worn, but should not have questionable pictures or wording. **Shoes:** Loafers, lace up, or non-marking tennis shoes are to worn with socks. No jewelry is to be worn.

Elementary Dress Code—Grades 5-6

Girls: Pants/Capris: Girls may wear loose-fitting full length pants or mid-calf capris. **No jeans may be worn.** Belts must be worn with shirts that are tucked in. **Shirts:** Girls may wear loose fitting blouses or polo or crew shirts. Blouses made of sheer or see-through material must have a modest blouse underneath that covers the full shoulder. Razor-back or spaghetti strap tank tops underneath are not a modest option. No T-shirts may be worn. **Skirts/Dresses:** Skirts and dresses must be knee length. Jumpers and sundresses must have a blouse worn underneath. **Shoes:** Loafers, lace up, non-marking tennis shoes, sandals with heel straps and slide style shoes are permitted. **Make-up:** The use of make-up is discouraged for elementary students. If make-up is worn, TCS reserves the right to decide if it is excessive. **Hoodies and jackets with hoods are not permitted in class.** **Boys: Pants:** Boys may wear jeans or khaki, tan, navy or black slacks. Belts must be worn with pants. **Shirts:** Shirts should be loose-fitting polo style or button front with collar. No T-shirts may be worn. Shirts must be tucked in at

all times. **Shoes:** Loafers, lace up, or non-marking tennis shoes are to be worn with socks. No jewelry is to be worn. **Hoodies and jackets with hoods are not permitted.**

Grades 7-12

Girls: Pants: Girls may wear loose-fitting khaki, tan, navy, or black slacks. Pants must be worn at the waist. No jeans or frayed pants will be allowed. **Shirts/Blouses:** Girls may wear modest fitting blouses or polo or crew shirts. Sweatshirts and sweaters with a modest neckline do not require a shirt to be worn underneath. Blouses made of sheer or see-through material must have a modest blouse underneath that covers the full shoulder. Razor-back or spaghetti strap tank tops are not a modest option. Sweaters, sweatshirts, scarves, etc. are not to be worn tied around the waist. **Skirts/Dresses:** Skirts and dresses must be loose fitting and come to the middle of the knee. Slits may not extend above the middle of the knee. **Shoes:** Loafers, lace up, tennis shoes, sandals with heel straps, or slide style shoes may be worn. No flip flop style sandals will be permitted. **Outerwear:** No heavy jackets/coats are to be worn in the classroom. Cold-natured students may wear a sweater, sweatshirt, or zip style jacket. **Hoodies and jackets with hoods are not permitted in class.** Outer garments should not have pictures or wording except for small brand name logos.

Boys: Pants: Boys may wear khaki, tan, navy, or black slacks. Pants must be worn at the waist with a belt. Jeans, frayed, and fatigue-style pants will not be allowed. **Shirts/Sweaters:** Shirts may be polo style or button front with a collar. Shirts must be loose-fitting and of ample length to be kept tucked in at all times. Crew neck sweaters do not require a collared shirt underneath. Shirts and sweaters should not have pictures or wording except for small brand name logos. **Shoes:** Loafers, lace up, or tennis shoes must be worn with socks. **Outerwear:** No heavy jackets are to be worn in the classroom. Cold-natured students may wear a sweater, sweatshirt, or zip style jacket over their shirts. **Hoodies and jackets with hoods are not permitted in class.** Outer garments should not have pictures or wording except for small brand name logos. No jewelry is to be worn. Tattoos and piercings will not be allowed. **Haircuts:** Boys should have haircuts that do not hang over the collar or over the ears. If the hairstyle is worn combed straight down on the forehead, the hair must not touch the eyebrows. Hair must not flip up or out in the back nor be tucked above the ear. Students should be clean-shaven at all times. This includes the absence of mustaches, beards, etc. Sideburns are not to extend below the bottom of the ear.

Students Attire at School Functions

Students must abide by school dress code and standards at all on-campus and off-campus events. Students may wear loose-fitting jeans or knee-length

shorts to athletic events on or off-campus. **Students must be in dress code for any non-school practices for athletics, band and drama.**

Parents' Attire

We would also appreciate parents and volunteers observing the same school dress standards when they help with fund-raisers, field trips, socials, or as room mothers. Discretion in dress would be appreciated when parents visit during the school day.

ACEA Parent Dress Code

All parents that are attending any ACEA Art or Fine Arts competition must adhere to the ACEA Dress Code. Ladies are asked to wear modest skirts or dresses and men are asked to wear casual dress slacks.

ABSOLUTELY—No smoking or use of tobacco in any form, alcoholic beverages, or illegal drugs, or weapons on campus or at any school activity at any time. This applies to all staff, students, parents, and visitors.

Miscellaneous

No cellular phones are to be in the school during school hours. Student cell phones may be left in the office in the morning and picked up after school. Cell phones will be confiscated if seen or heard. Parents must meet with the administration in order to pick them up with a \$10.00 charge for the first offense. A second offense will be a \$50.00 charge or 2-day suspension at the discretion of the administration. Cell phone use during school hours will result in a 2-day suspension of the student.

Knives, guns and other weapons are not allowed on campus at any time. Fireworks are not permitted.

DISCIPLINE

Learning without discipline is impossible. Discipline will be strictly enforced in order to maintain the proper environment for Christian character and academic training. Discipline is a three-phased program originating at home, next in the classroom, and finally, supported by the administration. Discipline which requires a student to be sent to the administrator's office will be a most serious matter. Proper classroom discipline by the teacher will be supported by the administrator. All teachers will be instructed on how to maintain classroom discipline. Each

teacher's performance in this area will be monitored by the administrator.

FORMS OF CORRECTION

Forms of correction used at TCS include extra assignments, after school detention, corporal punishment, suspension, and dismissal.

DETENTION SYSTEM

This form of correction will be used for excessive tardiness, excessive talking, dress code violations, gum chewing, horseplay, etc. The main purpose of the detention system is to inform the parent of the misbehavior. One detention will be given for each offense. Major offenses (discussed below) may result in two or more detentions at the teacher's and/or administrator's discretion. Detention slips are to be signed by a parent and returned to the school office by Tuesday of the next week. Failure to return a signed slip will result in another detention being given. The following will be used as a guide for the detention system:

- ◆ **6 detentions:** The student and parents are informed by the administrator. A fee is charged for each detention session.
- ◆ **12 detentions:** The student and parents are informed by the administrator and the student serves a one-day in-school suspension and/or a Saturday detention.
- ◆ **18 detentions:** The student and parents are informed by the administrator, and the student serves a two-day off-campus suspension.
- ◆ **25 detentions:** Possible expulsion from school.

Each new semester begins with 0 detentions for everyone.

SUSPENSION

There are two types of suspensions: on campus and off campus. An on-campus suspension does not count as an absence from class nor does it carry academic penalty. An off-campus suspension does count as an absence from school with the loss of grade points. The student has no right to make up missed work from an off-campus suspension. The student serving an off-campus suspension is not allowed on campus for any reason.

The suspended student is not allowed to attend any school activity on or off campus during the week of suspension.

MAJOR OFFENSES

The following is a list of examples of some (but not necessarily all) major offenses which will be dealt with strongly:

1. Disrespect or threat of any kind toward a teacher, staff member, other student or visitor. Harassment and/or bullying will not be tolerated.
2. Possession of weapons of any kind.
3. Lying, cheating, stealing, cursing, violence of any kind.
4. Violation of dress code after proper instruction and warning.
5. Destruction of school property or other property.
6. Leaving school grounds during the school day or skipping class without permission.
7. Improper physical contact such as holding hands, kissing, etc.
8. Possession or use of music or cds with explicitly inappropriate content.
9. Cell phone usage during school hours.
10. Tattoos

The above-mentioned violations will require that the student be sent to the office where appropriate action will be taken depending on the nature and number of offenses that the student has on his or her record.

REASONS FOR DISMISSAL OR OFF-CAMPUS SUSPENSION

1. Any use of tobacco, alcohol, or drugs in any form at anytime. If the administration learns of a student using tobacco, drugs, or alcohol at any time, the student involved and his or her parents will be required to meet with the administrator.
2. Attendance at activities, parties, etc., where drugs or alcohol is used.
3. The arrest and booking of a student for any offense must be reported to the school superintendent. A conference will be set up to discuss the matter.
4. Sexual Conduct/Immorality. Demonstrations of romantic involvement between students on school property is forbidden. Hand holding, embracing or any other contact that would contribute to undue familiarity will not be tolerated. This type of behavior will result in detentions, suspension or expulsion. Boys and girls must maintain a six-inch distance at all times. Behavior should be above reproach. In accordance with the ministry's statement of faith and in recognition of Biblical commands, no

immoral conduct will be tolerated. The Bible strictly forbids such conduct which includes immoral actions as well as advocating for sinful behavior. The following will not be tolerated in any form and will constitute grounds for expulsion: any actions or identifying statements concerning fornication, adultery, homosexuality, lesbianism, bisexuality, or pornography. (Gen. 2:24; Gen. 19:5, 13; Gen. 26:8-9; Lev. 18:1-30; Rom. 1:26-29; 1 Cor. 5:1; 6:9; 1 Thess. 4:1-8; Heb. 13:4)

Definition of “immoral act” is:

Bodily contact, actively undertaken or passively permitted, between members of the opposite sex or members of the same sex for the purpose of satisfying sexual desires and any bodily contact that a reasonable person would understand to demonstrate a propensity or intent to engage in an immoral or homosexual act.

Definition of “identifying statement” is:

A statement that a student is a homosexual, bisexual, or otherwise immoral, or words to that effect or language or behavior that a reasonable person would believe is intended to convey the statement that a student engages in or has a propensity or intent to engage in immoral and/or homosexual acts.

***Examples: “I am gay,” “I am a homosexual,”
“I have a homosexual orientation.”***

Homosexual conduct, defined as acts or identifying statements, is incompatible with enrollment at the Christian school and is a basis for dismissal. All students must be treated with dignity and respect, free of threats or harassment.

5. Possession of weapons at school or school-related activities.
6. Excessive detentions.
7. Attitudes and actions consistently opposed to the spirit and purpose of Tuscaloosa Christian School.
8. Continued cell phone use during school hours.
9. Public criticism of TCS personnel, or policies via the internet, facebook, etc. by students or parents.

STUDENT WEBSITES

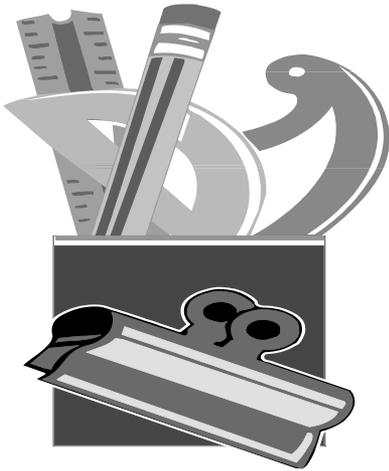
Any student found with unregistered website/blog material, explicit photos or language that is deemed inappropriate to the purpose and mission of the school will be in direct disobedience to this ruling and will be subject to disciplinary action up to and including immediate ineligibility to attend the school.

EXPULSION

A student may be dismissed if the parents will not cooperate with the school or if the student's attitude and/or conduct make it inadvisable for him or her to remain as a student at TCS. Parental support is an essential part of the educational process. If, in the sole discretion of the administration, a parent has failed to support the Administrator or ministry staff or the standards articulated in the ministry's Statement of Faith, the administration reserves the right to deny the student continued enrollment in the school.

CORPORAL PUNISHMENT

It is understood that Tuscaloosa Christian School administers corporal punishment in cases deemed necessary. On the permission form, parents may elect to administer the punishment themselves in the school office in the presence of the administrator and/or teacher. In the event that corporal punishment is deemed necessary and the parents disagree, the administration will confer with the parents as to the appropriate action to be taken.



THE SCHOOL OFFICE

The school office opens at 7:45 a.m. and closes at 4:00 p.m. All parents are welcome in the school. When a visit to the classroom is necessary, **PLEASE COME TO THE OFFICE FIRST. DO NOT GO DIRECTLY TO THE CLASSROOM.** If you wish to talk to your

child's teacher, please arrange for a private conference by calling the office. Do not meet the teacher just before school in the mornings or detain the teacher from his or her responsibilities during school hours. Send a note to your child's teacher or call the office to leave a message for a teacher and that teacher will be happy to arrange a time for a personal conference. Please be considerate of your child's teacher. Lunches, homework, books, or other items may be brought to the school (if necessary) and left in the school office to be delivered to your child.

EARLY DROP OFF

Students that are dropped off between 7:00 and 7:30 must be dropped off at the Kindergarten building for early care. **NO EXCEPTIONS!**



THE SCHOOL DAY BEGINS— 8:00 A.M.

Those who arrive between 7:30 and 7:45 will be placed under the supervision of the “early duty” teacher in a specifically assigned area. Students who drive themselves to school are not permitted to sit out in their cars but must come in upon parking. The school day begins when the bell rings at 8:00 a.m., and all students are expected to be in their seats and ready to begin the school day when that bell sounds.

Procedure For a Student Who Arrives After the 8:00 Bell

Any student arriving after the 8:00 bell must check in at the office before reporting to class. The parent should send a note of explanation with the tardy student in grades 1-12.

Elementary Tardy: The elementary student arriving after the 8:00 bell will report to the office and be given a tardy slip to take to the teacher for admission to class. The tardy will appear on the child’s report card as excused or unexcused, according to the reason for the tardiness. Again, the parent should send a note with the tardy student. **For every five (5) UNEXCUSED TARDIES, one point will be deducted from each subject’s nine week grade average.**

High School Excused Tardy: Students in grades 7-12 should turn in a note from the parent explaining the reason for the tardiness. The office will give the student a tardy slip so the student can present it to his/her teacher for admission to class which is already in session. If it is an excused tardy (sickness, early morning doctor appointment with a slip from the doctor’s office brought to the TCS office, or some other unavoidable hindrance as deemed excusable by the office personnel) it will be considered an EXCUSED TARDY and will not count against the student except for being recorded on the report card as an EXCUSED TARDY.

High School Unexcused Tardy: When a student in grades 7-12 arrives late with an **UNEXCUSABLE** reason (oversleeping, stops on the way to school—including gassing up the car, etc.) he will be dealt with as follows:

When Arriving after the 8:00 bell but before 8:05, a **LATE SLIP** will be issued. Late Slips are kept on file in the office. When a student has accumulated three late slips, a detention will be issued for tardiness.

When Arriving at 8:05 or later, a **DETENTION** will be issued at the time the student checks in. If more than 1/2 of a class period is missed due to an unexcused tardy, it counts as an unexcused absence from that class. (See page 20)

We consider it of extreme importance for every student to be on time for school. Please help your child in this area. Habitual tardiness is a problem that will have to be dealt with so that the problem can be remedied quickly.

THE SCHOOL DAY ENDS

Classes end at 3:15 p.m. We ask that students be off campus by 3:30 who are not involved in school-related activities will be put in our after-school care room. Parents will be charged a fee for after-school care for the time spent there. Please check at the office for information regarding times, rates, etc. for this service.

IN CLOSING

On behalf of Cottondale Baptist Church, we extend our appreciation to you for making our school your school. Please know that we feel a great responsibility as we strive to educate your child through the ministry of this Christian school. We ask that you always keep TCS on your prayer list and to pray daily. God bless Tuscaloosa Christian School, her faculty, staff, and students — that is our prayer.

National Beta Club

Motto: "Let Us Lead by Serving Others"

To be eligible for Beta Club students must have an overall average of 88 in core academic classes. This does not include P.E. and electives such as Band, Speech, etc. If inducted you must maintain an average of 85.

If eligible, a survey will go to high school teachers regarding your character in class, leadership and leadership ability and participation in class/school. They will score you 1 to 5 (1 being the worst, 5 being the best) on these categories. These scores are averaged and you must average at least a 4 in each category.

If eligible, the Beta Club sponsor will talk to you regarding your willingness to serve your school and community. If you are not interested you will be taken off the eligibility list.

There is a \$15 Beta Club fee that goes to the National Beta Club

American Christian Honor Society

The American Christian Honor Society seeks to advance Christian scholarship, challenge Christian leadership, honor Christian character and stimulate Christian service.

To be a member of the Tuscaloosa Christian School chapter of the American Christian Honor Society, a student must be in the 10th, 11th, or 12th grade and have completed at least one full semester at TCS prior to induction. He or she must maintain at least a 92 scholastic average, be a current member of TCS Beta Club in good standing, be recommended for induction by the faculty and administration, and receive an acceptable rating from their pastor/youth pastor based on their church attendance and activities.

Prospective members will be asked to write a brief testimony of their salvation and their daily walk with the Lord, write a brief paragraph expressing a desire to become a member and describing their personal abilities that would help them be an asset to the TCS Honor Society, then complete a personal evaluation based on their church service and activities.

INDEX

Absences.....	20
Absences, Excused	21
Absences, Unexcused	21
Academic Standing.....	27
Admission Procedure.....	16
Affiliation of Tuscaloosa Christian School	8
Athletics	26
Behavior at Athletic Events.....	26
Bible Curriculum.....	23
Boy-Girl Relationships and Conduct.....	29
Campus Traffic.....	22
Chapel.....	23
Chart of Command	31
Christian Philosophy of Education	11
Class Officers	26
Classroom Procedures for Grades 7-12	25
Corporal Punishment.....	41
Delinquent Tuition Policy	15
Detention System	38
Diploma: Advanced or General (Credit Requirements)	27
Discipline	37
Do You Qualify for Tuscaloosa Christian School.....	34
Dress Code (Student Attire)	34
Enrolling New Students.....	19
Expulsion from School.....	41
Field Trips	25
First Grade through Twelfth Grade Qualifications.....	17
Forms of Correction	38
General Goals.....	11
General Information Section	16
Good School Relations.....	29
God’s Simple Plan of Salvation.....	5
Grading Scale	27
Graduation Requirements.....	27
Health Care.....	18
Homework.....	24
Insurance Requirement.....	17
Letter from the Administrator of Tuscaloosa Christian School.....	4
Letter from the Pastor Of Cottondale Baptist Church	6
Lost and Found.....	25
Medications Brought to School.....	18

INDEX (Continued)

Music Curriculum	23
No Tobacco, Illegal Drugs, Alcohol, or Weapons on Campus.....	39
Our Objectives in Educating Your Child	12
Parent-Teacher Meetings (PTM).....	30
Parents' Attire	37
Patriotism	24
Procedure for Students Arriving After 8:00	43
Progress Reports.....	26
Reasons for Dismissal or Off-Campus Suspension.....	39
Re-Enrollment K4-12.....	19
Regulations.....	33
Registration Policy	14
Report Cards.....	28
Reportable Diseases	19
Returned Check Policy.....	14
Room Parents	25
School Office, The	42
School Day Begins, The.....	43
School Day Ends, The.....	44
Early Dismissal	21
Statement of Faith	9
Student Attire	35
Student Drivers.....	22
Suspension.....	38
Table of Contents	2
Tardy	43
Teacher Qualifications and Standards	34
Telephone calls, messages, etc.....	29
Tell a Friend About TCS	30
Textbooks.....	24
To the Parent	31
To the Student	32
Transfer Students.....	20
Tuition Payment Policy	14
Visitors	28
Withdrawal.....	22

Notes
