

**Hesperia  
Christian  
School  
Elementary Handbook  
For Parents and Students  
2009-2010**



Hesperia Christian School  
16775 Olive Street  
Hesperia, CA 92345  
760-244-6164  
FAX 760-244-9756  
[www.hesperiachristian.org](http://www.hesperiachristian.org)

Hesperia Christian School is incorporated as a non-profit organization through the ministry of Hesperia Community Church.

Nickname: Patriots  
Colors: Red, White, and Blue  
Motto: “Building Leaders with Christlike Character”  
Mascot: Patriot  
SAT/ACT: 051172

Office Hours  
Regular: 7:30 AM – 3:00 PM  
Summer: 9:00 – 3:00 PM (M-TH)

Elementary School Hours  
8:00 AM – 2:35 PM

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## **PREFACE**

Our desire is to see our students grow academically, physically, emotionally and spiritually. This handbook is intended to explain the rules, policies and procedures for the school. Thank you for allowing us to be a part of your students academic career.

Students who wish to attend Hesperia Christian School should desire spiritual training along with a quality academic education. It is important that students who enroll, do so of their own volition. Christian education extends into every aspect of living, is centered on the Lord Jesus Christ and is based upon Biblical principles. The goal of HCS is to train students to be “conformed to the image of Christ.” (Romans 8:29)

It is fully realized that spiritual life is not the result of rules. Students who fail to understand the purpose of the school may resent its rules and standards as infringements upon their rights. However, some rules are necessary for the smooth and efficient operation of the school. Other rules serve as guidelines for Christian conduct that honors the Lord and still other rules are for the purpose of character training. Rather than merely abiding by the letter of the law, it is expected that Hesperia Christian School students submit themselves to the spirit and purpose of the school regarding its rules and standards.

The policies and procedures herein have been prayerfully considered and reflect what Hesperia Christian School believes to be Biblical principles. Those who have set these rules are aware that there may be differences of opinion even within the Christian community. The administration, faculty, and school committee welcome constructive suggestions and honest questions about policies and practices. Negative, destructive comments however, are detrimental.

Persons who feel they may have been wronged or who observe wrong doing on the part of others should go directly to the persons involved, seeking a solution according to the Biblical principles of Matthew 18:15-17 and Galatians 6:1.

## **HISTORY**

Hesperia Christian School was founded in 1966 by a group of concerned parents who wanted to provide a Christian education for their children. Enrollment has grown from a first year of 12, K – 1<sup>st</sup>, to a current enrollment of approximately 475 in pre-school through high school. The facilities have grown from one small classroom to 27 classrooms plus a gymnasium and baseball, softball and football fields. The school is affiliated with Hesperia Community Church, a non-denominational church, and is a member of ACSI (Association of Christian Schools International).

## **STATEMENT OF PURPOSE**

Mission – Hesperia Christian School exists to assist Christian families in their God-given responsibility to train and nurture their children to be Christlike by providing an education based on The Bible, God’s Holy Word.

### Educational Objectives

1. To equip each student to be able to a personal belief and application of the following truths:

- A) God is the Creator and Sustainer of the universe and of man.
  - B) The Lord Jesus Christ is the Son of God who came to earth to die for our sins.
  - C) It is necessary to be born again by the Spirit of God by trusting in Jesus Christ.
  - D) Growth in the Christian life depends upon fellowship with God through Bible reading, prayer, and service.
  - E) It is necessary and urgent to proclaim the gospel both to our neighbors and around the world.
  - F) The Bible, as the only Word of God, is practical and important for today.
  - G) The Christian life requires a commitment to be distinctly and attractively different from non-Christians.
2. To teach the application of Biblical principles to every part of daily life, including the following:
- A) To integrate the Bible in all subjects.
  - B) To teach each student to submit to authority.
  - C) To teach each student to apply themselves to their work and use their gifts to fulfill their various responsibilities.
  - D) To teach each student to work independently and cooperatively.
  - E) To teach each student to think for themselves and to stand up for personal convictions in the face of pressure.
  - F) To teach each student to use Christian social graces.
  - G) To develop each student's creative skills and an appreciation for the fine arts.
  - H) To develop effective communication skills of each student.
  - I) To teach the knowledge and skills required for future study or occupational competence.
  - J) To develop a desire for wholesome physical and mental activities that are pleasing to God.
  - K) To teach our American heritage and the current issues facing our country and the world.
  - L) To show each student their civil responsibilities and to prepare them for adult responsibility as a Christian citizen of our nation.

### **ADMISSION POLICY AND PROCEDURE**

Hesperia Christian School has maintained and will continue to practice a racially non-discriminatory policy for admitting students. Hesperia Christian School admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school.

### **ADMISSION REQUIREMENTS**

1. Parental agreement with philosophy and goals of the school.
2. Personal desire to attend HCS for Christian training.
3. Satisfactory academic and deportment record from previous school.
4. Willingness to develop the spiritual, physical, social, and mental aspects of life.
5. Desire to assimilate Christian values so as to develop a Christian worldview.

## **RE-ENROLLMENT**

Re-enrollment for the next school year takes place at the end of the third quarter.

## **TUITION**

Tuition is a yearly figure due August 1. Payment options include a lump sum on June 1 with a 3% discount, or July 1 with a 2% discount; two payments of half the yearly tuition due in August and January; or 11 monthly payments beginning August 1 paid through our tuition service. There is a \$25.00 late fee for tuition payments made after the 10<sup>th</sup> of each month.

## **DISCIPLINE**

Learning to follow rules and submit to authority are necessary life skills. At Hesperia Christian School, rules are clearly explained to the students; and consequences for misbehavior are also clearly communicated. Many teachers use a mark system. The first time a child misbehaves a warning is given. Each successive violation of the rules results in consequences which become more severe with each occurrence. Serious misbehavior such as lying, cheating, stealing, fighting, intentionally harming others or property, and repeated misbehavior, will be referred to the Elementary Principal. Parents who enroll their children in HCS must agree to support school discipline.

## **CODE OF CONDUCT**

Students are expected to behave in a manner pleasing to the Lord. They are to treat others with respect and kindness. All communication is to be of a positive and encouraging nature. All students will assist in providing a positive school environment where students may learn and grow.

## **CHEATING**

Any copying of another student's work inside or outside of class is considered a type of theft (taking that which does not belong to you). A grade of "F" may be given, and appropriate punishment will be administered. The student will be subject to possible suspension.

## **GRADES**

Pursuing excellence and doing one's best for God are strongly stressed at this school. Students are challenged to give 100% of their effort in all they do.

### Grading Scale

#### Kindergarden

Kindergarten students will receive grades of M, P, ✓, L, and N.

M - Mastery   P – Progressing   ✓ - Accomplished   L – Limited Progress  
N – Needs more Improvement

### Grading (1-3)

In grades 1 – 3, the grading scale is the same as for grades 4 – 6 for Math, Language, Reading, and Spelling. Each student will also receive an effort grade of E, S, or N. All other subjects are graded E, S, or N.

E – Excellent      S – Satisfactory      N – Needs Improvement

### Grading Scale (4-6)

A+ = 97-100%	B+ = 87-89%	C+ = 77-79%	D+ = 67-69%
A = 94-96%	B = 84-86%	C = 74-76%	D = 64-66%
A- = 90-93%	B- = 80-83%	C- = 70-73%	D- = 60-63%
			F = 59% or below

### Honor Roll

At the end of each quarter, the names of all students who have achieved at least a “B” average for the quarter will be publicized in an effort to recognize students who are doing well academically.

Merit Roll      3.0-3.49  
Honor Roll      3.5-3.99  
Principals List 4.0 (All A’s)

### Progress Reports

Parents will be able to track their students progress through Ren Web.

### Report Cards

Report cards are issued every nine weeks. At the conclusion of the first and third quarter, parents will sign up for a conference with the teacher. The last report card is mailed home at the end of the year, pending completion of all financial obligations.

### Conferences

Parent/Teacher Conferences are held at the end of the first and third quarters. Conferences are mandatory for all elementary students. In addition, teachers are always available to discuss grades and student progress with the parents. Please feel free to contact your child’s teacher before or after school, through email or by leaving a message in the teacher’s voice mailbox.

## **ELEMENTARY ATTENDANCE POLICY 1st-6th Grade Attendance Line: 244-6164 ext. 303**

Research has shown a direct link between student attendance and academic performance. When a student misses class, they miss out on a valuable learning opportunity that can not be repeated. If a student’s absences become excessive, he/she may be in danger of having their grades lowered, or be in jeopardy of failing the grade level.

*Tardiness, Absences, and Checking out Early* fall into the following categories:

## **TARDIES**

Students are expected to be in class, seated and ready to learn at 8:00 a.m. All students who are late will be issued an unexcused tardy and need to be signed into the office by a parent/guardian. Tardiness causes a classroom disruption to the learning process which affects both the teacher and the other students.

Policies and procedures concerning tardies are as follows:

1. A parent must personally sign their child in to excuse a tardy (see reasons below).
2. 3 tardies = 1 absence

Excused tardies are issued for:

1. Medical or Dental Appointments
2. Vehicle Problems
3. Extreme Weather Conditions
4. Family Emergencies

3 tardies = equal one absence

## **EXCUSED ABSENCES**

Hesperia Christian School grants excused absences for:

1. Illness
2. Family Emergency
3. Medical or Dental Appointment
4. Approved Planned Absences

Policies and procedures concerning excused absences are as follows:

1. The school office should be notified of all absences and a note verifying student absence must accompany them upon their return to school. Parents may request homework assignments for students and may be picked up at the end of the school day.
2. The student will have the number of days of the absence to make up daily work excluding a planned absence. (Example: If absent on Monday, work is due on Wednesday.) In case of a planned absence, work is due upon return.
3. Students should expect to make up quizzes and tests on the day they return to class if they were assigned before their absence. Papers and projects which are assigned two weeks or more prior to their due date must be turned in on the day a student returns to school from an absence. Where frequent or intermittent absences cause long delays in completion of homework, a teacher may institute a five-day (school days) deadline on all materials due. Such action is to be taken after consulting the Elementary Principal.

## **PLANNED ABSENCE**

As stated previously, it is important for students to be in class. While family activities are encouraged, every effort should be made to work around the school calendar when planning vacations and family activities.

1. A Planned Absence form can be obtained in the school office or on the school Website and must be completed and returned to school office 2 working/school days prior to a student's absence.
2. Planned Absences may be approved for:
  - Pre-arranged immediate family activities (no more than 5 days per school year).
  - Personal court appearances, employment conferences, employment in the entertainment industry, observance of a religious holiday/ceremony, Christian sponsored retreat.
3. Planned absences are approved at the discretion of the Elementary Principal.
4. Work is due the day the student returns, no extra time will be given. If a test is scheduled during the planned absence, arrangements to take the test must be made before the trip.
5. Students must be current with their school work, and have no less than a 2.0 grade average, and must not have excessive discipline issues. **Students must be present for SAT 10 Testing.**

### **UNEXCUSED ABSENCES**

Absences are considered unexcused if:

1. The student and/or parent fail to comply with the guidelines for excused or planned absences.
2. The student is absent from school without the parental permission.
3. The student has been suspended from school.

Policies and procedures concerning excused absences are as follows:

1. A note from a parent will not excuse an absence for the above stated reasons.
2. On the first unexcused absence *per quarter* there will be no disciplinary action taken. On the second unexcused absence, the parent will be notified by email. On the third and subsequent unexcused absences, a detention will be assigned and parent will be notified.

### **CHECKING OUT EARLY**

1. A written note needs to be brought to the office, before school to notify us that you will be taking your child home early, including the reason why.
2. Checking your child out early needs to follow the excused absence guidelines or it will be marked as an unexcused early out.
3. 3 unexcused early check outs = 1 unexcused absence
4. Sign your child out in the office (do not go directly to classroom) and a message will then be sent to the teacher.
5. If your child is returning to school, parent must sign student in to get an admit slip.

**\*\*Any person(s) (including grandparents/siblings) who are not the parents/guardians will not be allowed to pick up any student early (even if on the pick up list) without a written note from the parent. Any family/friend or other persons will not be allowed to attend a student for lunch or visit unless a note has been sent beforehand by the parent.**

### **EXCESSIVE ABSENCES**

Ten absences is considered to be excessive. Therefore, when a student has been absent from school ten times in one school year, a conference will be held with the family to determine whether the student is able to continue enrollment or if the family should consider an alternative

means of educating their student. When a student has been absent from school twenty times in one school year, the student may be recommended for independent study through Hesperia Christian Academy and may be in danger of not being promoted to the next grade.

### **NEW ATTENDANCE VOICE MAIL BOX:**

You can now leave a message:

1. Call 244-6164 Ext. 303

Leave your Name, Student's name, Date you are calling and the reason for absence before 9 a.m.

The Education Code of California clearly states required attendance in school.

## **Hesperia Christian School DRESS AND APPEARANCE CODE FOR STUDENTS**

**Hesperia Christian School has established the following dress code to accomplish several purposes:**

To improve the educational atmosphere of the campus. Studies have shown that schools that have adopted a uniform dress code have seen a remarkable improvement in the morale and behavior patterns of their students.

To allow students to focus on their education rather than who is wearing what to school and whether it's in style

To allow teachers to focus on teaching and on relationships with their students rather than having to evaluate student dress

To help build school unity and pride, much the same way many business organizations expect their employees to wear a uniform or company logo

While the dress code does not define what a Christian should wear to demonstrate spiritual depth in his/her life, it is designed to provide the maximum benefit to the entire school community as students pursue the responsibility they have been given at this time, i.e. to pursue a Christian education.

### **DRESS CODE FOR ALL STUDENTS**

1. Clothing must be clean, neat, in good repair (not frayed, no holes or patches), modest and should not be made of distracting fabrics or colors. Baggy or oversized clothing may not be worn as well as clothing that is too tight. No objectionable pictures or slogans on outer ware such as: Non-Christian philosophies, non-Christian music, movie stars, skulls, skeletons, etc.
2. Footwear must be safe and secured to the foot. All shoes must have a back and sandals must have a back strap. For safety concerns, elementary students may not wear sandals.
3. Pants and shirts will be purchased at D Christian Uniforms located at the southeast corner of Bear Valley Road and Second Avenue in Hesperia. D Christian will have internet ordering capabilities. When ordering online from D Christian, students will need to visit the D Christian store to try on pants, shorts, or skirts to determine correct size.
4. Boys' or girls' long pants, shorts or Capri pants are to be *Dickie's* brand developed for a uniform look at school and must be purchased from D Christian Uniforms. No alterations may be made without pre-approval by the administration. All pants, whether long pants,

shorts or Capri pants will be black, navy or khaki in color. Belts are required to have a buckle and to be worn through the belt loops on the pants.

5. Shorts must be hemmed and extend below the tip of the middle finger when the arms are straight down at the side OR must have an inseam of 8", whichever is longer. Belts are required to have a buckle and to be worn through the belt loops on the shorts.
6. D Christian Uniforms has a long fly-front skirt that girls may wear. Skirts must be long enough to touch the floor when kneeling with the back straight and must be worn with a uniform polo shirt.
7. Skorts (*Classroom* brand) must extend below the tip of the middle finger when the arms are straight down at the side and must be worn with a uniform polo shirt.
8. On every day of the school week, except Fridays, shirts must be polo shirts with the *Classroom* brand, a division of *Cherokee*, and must be purchased from D Christian Uniforms. Shirts will be imprinted with a school logo. Buttons must be fastened one button length from the top. Shirts do not have to be tucked in.
9. The HCS polo or t-shirt is to be the outer garment. Additional shirts or stylish vests or short, sweater-like garments are not permitted. Coats and regular-length, long-sleeved hoodies, sweatshirts, and sweaters designed for warmth are allowed.

### **Exceptions for Elementary Students**

1. Elementary students must wear shorts under jumpers and skirts to ensure modesty on the playground.
2. Kindergarten through 3<sup>rd</sup> grade – Students are not required to wear belts.

### **APPEARANCE CODE FOR ALL STUDENTS**

- A. Symbols on clothing or jewelry representing anti-Christian philosophies (peace sign, horoscope, etc.) are not acceptable. Clothing, belts, etc. featuring skulls are also not to be worn.

#### **Girls**

- B. Hair styles must be worn clear of the eyebrows. Distracting hairstyles which draw attention to the student are not permitted (i.e. starkly contrasted, unnatural-looking colors, unusually spiked, large differences in length, or symbols cut in hair.) Hair cut violations must be remedied by date set or the student will receive further discipline.
- C. Modest make-up for grades 7-12 is acceptable.
- E. Jewelry must be kept to a minimum. Multiple earrings may be worn as long as they are not distracting. A single, discreet stud-type nose piercing that is not distracting in size, shape or color may also be worn.
- F. Baseball caps may not be worn indoors.

#### **Boys**

- G. Hair styles must be neatly trimmed clear of the eyebrows, collar and no longer than the bottom of ear. Distracting hairstyles which draw attention to the student are not permitted (i.e. starkly contrasted, unnatural-looking colors, unusually spiked, large differences in length, or symbols cut in hair). Hair cut violations must be remedied by date set or the student will receive further discipline.
- H. Mustaches or beards are only acceptable for senior boys. Sideburns must be no longer than the bottom of the ear. Facial hair violations must be remedied by the time specified or the student will receive further discipline.
- I. Boys may wear watches, rings and modest neck chains or bracelets. A single stud-type piercing may be worn on one or both ears. These must be small and not distracting. No chains on pants are permitted at HCS. Wallet chains must be completely concealed in a pocket.

J. Hats may not be worn indoors.

### **ENFORCEMENT OF SECONDARY DRESS CODE POLICY**

For each individual violation\* of the dress code policy, a record will be kept. Violations are cumulative for each semester. 1<sup>st</sup> offense – written warning to student, 2<sup>nd</sup> offense and subsequent offenses – phone call and detention

A student arriving at school in violation of the dress code will have the following options:

1. Call parents to bring appropriate clothing during which time student will wait in a designated location on campus.
2. Leave school with parent permission to change and return to school.
3. If replacement clothing cannot be secured, they may be given loaner clothing to wear (which must be returned washed and in good repair) and sent back to class.

Class time missed for dress code violations will be considered unexcused. Penalties for missed classroom assignments will apply.

### **HCS PATRIOT DRESS DAY**

*Each Friday, school dress will be adjusted to allow students greater flexibility in what they wear. The day will be designated as Patriot Dress Day. Students may wear solid-colored pants or jeans with any HCS shirt provided that the T-shirts are Patriot T-shirts purchased from the school office or as part of acceptable HCS activity, group, or athletic team apparel. Shirts from church mission trips or youth groups, etc. are not acceptable. Belts must still be worn.*

### **HCS DRESS CODE FOR SPECIAL EVENTS**

Dress code guidelines are in effect for **all school-sponsored events**. Certain circumstances warrant the following changes in our everyday code.

#### **Sports Wear Guidelines**

For any casual school-sponsored event (e.g. games, retreat, rehearsals), regular school clothing is always acceptable. In addition, the following would further promote the purposes established for HCS dress guidelines.

- A. Jeans, T-shirts, thermals, warm-up suits that do not include objectionable pictures or slogans are acceptable. (“Objectionable pictures or slogans” means anything relating to non-Christian philosophies or life-styles, like non-Christian movies, movie stars, or television characters, non-Christian music or music stars, skulls or skeletons, beer ads, etc.) We are also asking that “Skin” and Abercrombie & Fitch logos not be worn, as well.
- B. Shorts worn during casual events will follow the same guidelines as for the regular school day.
- C. Sweat clothing should be loose fitting and in good repair.
- D. All clothing should be modest. No spaghetti straps, bare midriffs, etc.
- E. All swimwear should be modest. Girls’ swimsuits should be one-piece and French-cut bottoms are not allowed. Students will be asked to wear a dark T-shirt over immodest or two-piece suits.

### **STUDENT MEDICATION AT SCHOOL**

Hesperia Christian School must conform to State Legislation mandates concerning student medication. Therefore, the following rules will be strictly enforced.

1. The medication must be brought to school by the parent or guardian.
2. The medication must be in the original container with the physician’s prescription on the label.

3. A written statement from your physician (or fax) detailing the method, amount, and time schedule by which the medications is to be taken. Forms are available in the school office.
  4. A written statement from the parent or guardian indicating the desire that the school assist the student in taking the medication in compliance with the doctor's prescription.
  5. If a child forgets their morning medication, the parent or guardian must come to school and administer it.
- 6. All medication must be kept and administered in the school office except as allowed by state law.**

## MISCELLANEOUS INFORMATION

### Bicycles, Skateboards, Scooters, In-line Skates

Students are permitted to ride bicycles to school. Bicycles are to be parked and locked immediately upon arrival and removed from the bike rack only when the student is ready to leave the campus. The bike rack is not to be otherwise approached during school hours. Do not leave bicycles on campus overnight. Skateboards, scooters, in-line skates, and roller skates may **NOT** be used on HCS property.

### Electronic Games and Toys

Electronic games and toys are not allowed at school. They cause distraction and are easily lost or misplaced. HCS is not responsible for toys/games brought to school.

### Chapel

Chapel is held each Wednesday. Since worship and inspiration are the main purpose of this time, students are requested to maintain a worshipful atmosphere and to participate wholeheartedly in the service. Each class will present a chapel program over the course of the year. We will also have films and special speakers. Parents are encouraged to attend chapel services. **We request parents comply with the dress code when attending chapel.**

### Insurance

Each student is covered by school accident insurance. The insurance is an excess coverage plan that goes into effect when a family does not have insurance or after family insurance plan has paid to its limits. Ultimate financial responsibility rests with the parents and not the school. Payment arrangements prior to the insurance company payment varies from doctor to doctor and arrangements should be made with the doctor.

### Library

Students may check out books from the library, but they are responsible for the care of the book while it is in their possession and for returning it on time. Formal rules are posted in the library. Each class will have a regular time to go to the library.

### Field Trips

**Parental Commitment:** We give permission for our child to go on field trips that are a part of his/her class program. We understand that we will be informed in writing of the destination, transportation, supervision, and schedule. We will pay the costs of transportation and admission, as necessary. These field trips will be properly supervised, and our child will be covered by his/her own school insurance or our family insurance program. We will not hold the school, administration, or faculty responsible in case of an accident. Each class is allowed to take one field trip of an educational nature per semester. Teachers welcome suggestions.

### Lunch

Students may bring a lunch or purchase a lunch at school. Hot lunches may be ordered from a menu sent home at the beginning of each month. Lunches may also be ordered each day by sending the order to the kitchen by 9:00 a.m. However, there is an extra fee for same day orders. Emergency lunches are available if a child forgets to bring a lunch.

### Supplies

Students are asked to supply their own notebooks, paper, pencils, pens, and crayons. A teacher may also require students to have special supplies relating to specific assignments. The school will supply general classroom, art, and paint supplies. **Parents are encouraged to put their child's name on all items, including clothing.** Kindergarten students need specific kinds of supplies. Kindergarten teachers will give parents a list with full instructions.

### Homework

Homework is assigned to give extra practice to the students and to develop self-discipline. Homework may be assigned every night. Teachers are encouraged to assign little, or no homework, on Wednesday to encourage participation in Wednesday night church programs. Homework should take the average student approximately 15 minutes (grades 1 & 2), 30-45 minutes (grades 3 & 4), or 60 minutes (grades 5 & 6).

### Lost and Found

The "lost and found" is located in the school office. Items may be picked up before or after school. Items left in the office will be taken to Goodwill on the last Friday of every month.

### Telephone

The telephone in the office is for emergency use only. Students are not allowed to call home for homework or permission to visit friends. Teachers are not available to talk on the phone during school hours, but the office will take messages for the teacher to call outside of class hours or messages may be left on each teacher's personal voice mail.

### Chewing Gum

**Gum is not permitted to be chewed on the school grounds before, during, or after school.**

### Faculty

Teachers are hired on the basis of their strong personal commitment to the Lord Jesus Christ and their desire to minister to the lives of the students in their class. The school policy is to hire teachers with a college degree. The majority of our teachers are credentialed or are working toward a credential.

### Snow Days

In the event of a possible school closure due to snow, please listen to the radio stations KVVQ (1910 AM), Y102 (102.3 FM), or KATJ (100.7). School closures will be announced on these stations. Do not call the school or school personnel. Once school has begun for the day, it will remain open regardless of inclement weather. Parents, however, are welcome to pick up their children at any time.

### Health Requirements

Hesperia Christian School abides by state and local health regulations as administered by the San Bernardino County Health Department. Students must have all immunizations required by the state and present a health care provider generated immunization record prior to entering school.

### School Hours

School hours are from 8:00 a.m. to 2:35 p.m. Students are not to be on campus before 7:45 a.m. or after 2:45 p.m. unless they are participating in a school activity or program. Unsupervised students on campus at these times will be placed in day care.

### Day Care

Extended day care is available from 6:45 a.m. to 8:00 a.m. and from 2:45 p.m. to 6:00 p.m. Day care is only available on school days. The office has a day care policy and procedure information sheet.

### Parking

In the morning the south half of the front parking lot (Olive St. entrance) is a drive-through area. You may drop your children off, but if you must leave your car, please park in the north half of the parking lot where marked. In the afternoon both the front lot and the gym lot are open. Elementary students must be picked up in their classrooms by a parent or parent-authorized individual.

### Handling Problems

The school policy follows the Biblical guidelines of Matthew 18. Parents are to talk directly to the teacher. After that, an appointment may be made with the principal to meet with the teacher and principal. Parents are not to complain to other parents as that leads to gossip. Problems or concerns of a general nature should be brought directly to the principal.

### Special Activities

Hesperia Christian School is a member of A.C.S.I. (Association of Christian Schools International) and participates in many of its events. We hold an Elementary Speech meet, Spelling Bee, Creative Writing Festival and Math Olympics. Class winners go to the area meet. The Kindergarten presents a Patriotic program in February. Each class present programs at various times. Grades 3-6 have a basketball league from January through mid-March.

### Parent Involvement

Parents are welcomed to become involved in their child's classroom and school activities. Many things take place at the school because parents are willing to volunteer.

### Room Mothers

Each class has room mothers who plan the class parties. The room mothers are selected at the beginning of the school year. Additional assistance is solicited from all parents for each party during the school year.

### Student Cell Phones

Elementary school students are not allowed to use cell phones at school. Cell phones brought to school should be left in the students backpack. If a student uses their cell phone while at school, it will be confiscated and brought to the office.

## **STUDENT PRIVACY**

Based on the Family Education Rights and Privacy Act (FERPA), Hesperia Christian School gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

\*Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Such records remain school property and may be reviewed in the school office. If geographical distance or other restraints make it impossible for the records to be reviewed in the office, the school may provide copies for the parents or the students to review at the expense of those requesting records.

\*Parents or eligible students have the right to request that the school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing with the School Committee. After the hearing, if the school still decides not to amend record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

\*Hesperia Christian School will require written permission from the parents or eligible student in order to release any information from a student's record, except when requested under the following conditions: School officials with legitimate educational interest; Other schools to which a student is transferring or applying; Specified officials for audit or evaluation purposes; Appropriate parties in connection with financial aid to a student; Organizations conducting certain studies for or on behalf of the school; Accreditation organizations; To comply with a judicial order or lawfully issued subpoena; Appropriate officials in cases of health and safety emergencies; State and local authorities, within a juvenile justice system, pursuant to specific state law.

\*Hesperia Christian School may disclose, without consent, “directory” information such as a student’s name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, Hesperia Christian School will tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. The school will notify parents and eligible students through student handbooks of their rights under FERPA.

## **PARENTS AND HOME**

God has given parents the responsibility of raising their children. The school is not a substitute for proper parental supervision. The stated goals of Hesperia Christian School can only be reached through the combined efforts of the home and the school reinforcing the same principles. Parents are encouraged to make Biblical values a part of home life by praying as a family, studying God’s Word together, discussing daily happenings in light of scripture, and attending church regularly. Parents must show their children by their lifestyle that God is important if the values taught at home and school, are to be instilled in the lives of the students.

## **HOW PARENTS CAN HELP**

1. Pray for your child and his/her teacher.
2. Attend Sunday worship services regularly with your child.
3. Attend parent-teacher conferences. We encourage both parents to attend.
4. Support school discipline of your child.
5. Register any complaints directly with the teacher or principal. Do not discuss problems with other parents.
6. Support your child by checking daily to see if there are any homework assignments or communications from school. Read the Monday notes and school mailings and check email regularly.
7. Read all school communications carefully. Be prompt in returning Those requiring response.
8. Encourage your child to work independently and take responsibility for his own work.
9. Provide an adequate study center for your child.
10. Have your child to school on time and pick him/her up promptly after school.