



PARENT AND STUDENT HANDBOOK

2016-17

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MESSAGE FROM THE PRESIDENT

Dear Parents and Students:

The 2016-2017 school year is going to be great! As you take time to read over our Parent and Student Handbook, please know that this document helps articulate our Dallas Christian code of conduct and philosophy of education. We recognize that the expectations outlined in this document differ from other schools and, especially, from public schools; however, we believe it is important to clearly explain the relationship between parent and student conduct and our school culture.

By providing our students with specific guidelines to govern their conduct as a Dallas Christian school student, we are providing a training ground that will help promote personal responsibility. Since our students will one day transition into higher education and eventually the workforce, they all will need to have a healthy appreciation and regard for rules and regulations.

There is also another purpose for this document. Since Dallas Christian School is covenanting with our families, it is vital we are transparent about the types of expectations we value so each family may determine if being a student at Dallas Christian is the right fit for them. Our prayer is that Dallas Christian School can partner with you in raising your children and preparing them to navigate a spiritually combative and emotionally complex world. Together, we can equip them to realize all of the wonderful plans God has in store for them.

Sincerely,

A handwritten signature in blue ink, appearing to read 'C. King', with a stylized flourish at the end.

Chris King PhD
President
Dallas Christian School

MISSION STATEMENT

Dallas Christian is a college preparatory school committed to Biblical values where students are prepared for Christ-centered lives of purpose, service and leadership.

PHILOSOPHY AND BELIEFS

A. Philosophy

Dallas Christian School strives to give honor and glory to God through Jesus Christ by educating students in a loving, nurturing environment, in partnership with parents, to be committed and productive Christian servants in all areas of this life, and in preparation for eternity. We believe that the Bible is the inspired word of God, that Jesus Christ is God's son, and that the Holy Spirit dwells in each of us. We believe that all have sinned and fallen short of the glory of God and that God seeks to reconcile His creation to Himself. We believe that Christianity promotes high ideals, develops strong character, and holds the only promise for eternal life with God. In light of each student's individuality, we seek to develop his/her mind and character through a working partnership with parents. Dallas Christian School centers its entire program on Christian principles.

B. Beliefs

1. Spiritual and Moral Responsibility

Dallas Christian School seeks to:

- a. Teach each student that he or she is an individual created in the image of God, (Gen. 1:26-27) with individual responsibilities in this life, and individual hope for life to come.
- b. Develop a knowledge, appreciation and respect for God, His son, Jesus Christ, the indwelling of the Holy Spirit, and to instill a desire to do His will in each student.
- c. Communicate the fundamental importance of developing a personal relationship with Jesus Christ and the importance of His Body in the world and in the church.
- d. Teach students how one becomes a Christian and leads a life of service that brings glory and honor to God.
- e. Teach a commitment to the practice of high moral and ethical values in personal, family, and community living as the logical and necessary out-working of faith in Christ.
- f. Allow the Holy Spirit to kindle and develop a student's desire to be more reverent, respectful, humble, and keenly aware of the awesomeness of our God through active participation in chapel, and other devotional activities.
- g. Provide a distinctly Christian learning environment where:
 - * Every teacher is a Christian.
 - * Every subject is taught from a Biblical worldview.
 - * Bible classes are required of all students.
 - * Daily periods of worship are an integral part of the program.
 - * Special emphasis is placed on training for service.

2. Academic

Dallas Christian School seeks to:

- a. Stimulate in each student an intellectual capacity motivated by love of God and fellow man.
- b. Assure that each student has the opportunity to develop their God-given gifts to the fullest in all areas of learning, providing various teaching styles appropriate to the individual student.
- c. Develop academic skills and disciplines that:
 - * Produce a highly motivated, life-long learner.
 - * Enable each student to read with understanding and pleasure.
 - * Provide each student with the ability to effectively use the English language to express thoughts, ideas, and feelings in both speaking and writing.
 - * Prepare each student to use research, analysis, and evaluation in making decisions and problem solving.
 - * Provide each student with an understanding of and the ability to use the basic mathematical skills essential to the workplace and everyday living.
 - * Prepare each student to act upon the basic principles of science necessary for work, daily living, and personal safety.

- * Assist students in gaining knowledge of the geography and history of the United States and of the world.
 - * Provide students with the knowledge of social structures of the United States and of other societies in order to help the student identify with the present and meet the demands of the future.
 - * Provide students with the competence needed for the use of computers and other information technologies.
 - * Provide students with a basic understanding of the fundamental economic structures and processes of the American system.
- d. Teach cultural and aesthetic appreciation that:
- * Provides the student with an exposure to cultures other than those in the United States and to languages other than English.
 - * Develops in the student an appreciation for aesthetics through organized participation in the Arts through classes in art, choral and instrumental music, and drama.

3. Family

Dallas Christian School seeks to:

- a. Encourage and support the stability and integrity of the family, which is uniquely designed by God to nurture children.
- b. Establish meaningful lines of communication between the school and parents.
- c. Communicate, in a timely fashion, the progress their children are making at school.
- d. Make available to parents and/or guardians supplemental resources and programs to assist them in meeting some of the specific educational challenges faced by their children.
- e. Encourage the participation of parents in all phases of the education of their children.

4. Social and Civic Responsibility

Dallas Christian School seeks to:

- a. Teach students the importance of loving and respecting each other, because all people are valuable in God's eyes, regardless of physical, social, economic, ethnic, or other factors.
- b. Teach students to recognize their weaknesses without developing a sense of failure, to overcome their weaknesses when possible, and to develop their strengths.
- c. Provide students with the opportunity to participate in group activities designed to develop cooperative attitudes and skills.
- d. Teach students that a person's value is independent of his or her performance.
- e. Discipline students for misbehavior in a way that:
 - * Recognizes individual worth.
 - * Leads to taking personal responsibility for one's actions.
 - * Encourages the development of self-discipline.
 - * Restores relationships with both God and man.
- f. Develop in the student a readiness to assume the rights and responsibilities inherent in membership in a democratic society.
- g. Instill in the student a respect for a lawful society by adherence to lawful practices that uphold rights and freedoms guaranteed to fellow citizens.
- h. Develop skills in the student that would enable participation in the electoral processes of this country.

5. Physical Growth and Development

Dallas Christian School seeks to:

- a. Teach students that the body is a creation of God, the place He desires as His temple, and should be respected and cared for accordingly (I Corinthians 6:1-20).
- b. Provide daily, systematic and organized physical activities.
- c. Help the student develop physical skills that will help them refresh and recreate their bodies throughout life.
- d. Teach students physiology, hygiene, nutrition, and safety.
- e. Instruct students in Christian principles relating to all aspects of physical activities.
- f. Teach students the recognition and prevention of communicable diseases and other environmental health problems.
- g. Develop character through the teaching of Christian principles in competition, realizing that the highest achievement

one can claim is that he did his very best, and that, along with victory, comes humility.

ADMISSIONS

A. Agreement with Christian Principles

Each student who is admitted to the school agrees to abide by the requirements, regulations, and policies established by the administration and Board of Trustees in the Parent and Student Handbook.

Continued enrollment for all students at Dallas Christian School is contingent upon acceptable levels of **attendance, behavior, psychological maturity** and **academic achievement**. Acceptable levels will be determined by Dallas Christian School administration. If at any time the Dallas Christian School administration determines that a student is not meeting acceptable levels of these criteria, the student will be subject to discipline up to including disenrollment.

B. Incoming Transfers

Applicants for admission to Dallas Christian School must furnish evidence that they are physically and emotionally fit, of good moral character, and academically capable.

All new students will be accepted on behavioral and academic probation for a period of nine weeks to one full year from the date of enrollment, or a period to be determined by the administration. During this period, conduct and scholarship will be monitored closely. Continued enrollment for all students is dependent on acceptable levels of **attendance, behavior, psychological maturity and academic achievement**.

C. Procedures for Re-enrollment After Non-Voluntary Withdrawal

1. Fill out new application form.
2. Send:
 - a. Three reference forms completed by teachers who have had immediate contact with the prospective student during the time that the student has not attended Dallas Christian School.
 - b. All school records dealing with the time that the student has not attended Dallas Christian.
 - c. Evidence of exemplary behavior and academic record from an accredited school(s) since leaving Dallas Christian.
3. Recommendations from the student's counselor will be solicited.
4. Entrance test may be required.
5. The interview will take place before a faculty/administrative committee.
6. The committee will vote on acceptance or non-acceptance of the candidate after the interview and after all related materials have been received. Parents and student will be notified in writing.
7. Any re-admittance to Dallas Christian School will be on a strict probationary basis.

D. Health Requirements

Students must provide current health records, including Texas immunizations requirements, prior to enrollment. Current immunization requirements are listed in this handbook.

E. Residency Requirements

Students are required to live with their parents or legal guardians. The school president must approve any exceptions.

FINANCIAL AID

Financial aid is available on a limited basis. To be eligible, one must do the following:

1. Must complete the FACTS application
2. Academics, behavior, school involvement and financial need all contribute to the decision of the financial aid committee
3. Deadline for application is April 15 each year and must be completed annually

The following standards must be maintained to retain financial aid status:

1. Exemplary behavior - Students must adhere to the DCS handbook code of conduct. Academic and behavioral standards must be maintained consistently.
2. Middle School/High School students must participate in at least one extracurricular activity per year.
3. Parents and students must follow teacher/administrator recommendations as they pertain to academic needs for the student.
4. Prompt payment of tuition. Tuition in arrears may result in loss of financial aid.

HEALTH SCREENINGS

Each year all students in K4, K5, LEAP, 1st, 3rd, 5th, and 7th grades and new students in all grades are given a vision and hearing screening. In addition, students in 1st, 3rd, 5th and 7th grades are screened for the Acanthosis Nigricans skin marker (possible risk for developing Type 2 Diabetes). Spinal screenings are given for students in 6th and 9th grades. If a student presents with symptoms of a potential problem in any of these screenings, parents will be contacted with follow-up recommendations.

IMMUNIZATIONS

Please click on this link <http://www.dshs.state.tx.us/immunize/school/default.shtm> for the 2013-2014 Texas Minimum State Vaccine Requirements for Students in **Grades K-12**. Dallas Christian School requires all students to be in compliance with the state of Texas immunization requirements.

Please click on this link <http://www.dshs.state.tx.us/immunize/school/default.shtm> for the 2013-2014 Texas Minimum State Vaccine Requirements for Childcare Facilities: **K3 and K4**

Please be aware that students without the proper documentation of the required immunizations or a valid exemption will not be allowed to attend school. If you have questions related to immunization requirements, you may contact the school nurse at 972.270.5495, ext. 263.

MEDICATIONS

When the schedule permits, medications should be administered at home; however, if it is necessary that your child take them during school hours, the medications must be brought directly to the school office. Parents or guardians must submit a Medication Authorization Form with each medicine, in order for school personnel to administer it. All prescription and non-prescription drugs are to be properly stored in the office or clinic. *All medication must be in the original bottle/package, labeled with student's name, name of medication, dosage of medication and directions for administering. No medication will be accepted or given unless in the original bottle/package.* No loose medication will be accepted.

Age appropriate students with asthma may be allowed to possess and self-administer prescription asthma inhalers with written permission from the parent/guardian. Injectable epinephrine product (e.g. EpiPen) may be kept with developmentally able students that have severe allergies with written permission to self-carry from the parent/guardian. Otherwise, the devices (with the physician's order and Medication Authorization Form) will be kept in the school office or clinic.

A student demonstrating symptoms of a contagious illness or disease, body parasites or other ailments which might be detrimental to the health of that student or the larger group of students, may be excluded from school attendance until such time as the individual is free of symptoms, has been satisfactorily treated, or submits a signed physician's statement that the student is not contagious. The school administration reserves the right to make certain judgment calls pertaining to a student's re-entry into class after treatment of a contagious illness or infection, even with a doctor's note. Examples of those symptoms (not necessarily all inclusive) are:

- Temperature of 100 degrees or more in the last 24 hours
- Pain and /or swelling at the angle of the jaw
- Undetermined rash over any part of the body
- Undiagnosed scaly patches on the body or scalp
- Small white nits on the shaft of hair
- Nausea, vomiting, or diarrhea
- Red, draining eyes
- Small raised red bumps or blisters on the skin with severe itching
- Open, draining lesions
- Signs of jaundice
- Blisters on the skin that open and become covered with a yellowish crust

SCHOOL CLOSINGS FOR BAD WEATHER/EMERGENCY

If the school is going to be closed on a regular school day because of inclement weather or an emergency, the following media will carry the news:

- FOX-TV CHANNEL 4
- KXAS-TV CHANNEL 5
- WFAA-TV CHANNEL 8
- KTVT-TV CHANNEL 11
- KLTU Radio 94.9 FM

Families who have signed up for text alerts through the Dallas Christian School website will receive a text message as soon as a decision has been made to close.

STUDENT/PARENT APPEAL OR COMPLAINT PROCESS

The purpose is to establish a process for the timely and orderly resolution of student and/or parent appeals or complaints. It is the Board's intent that all disagreements be resolved at the lowest possible level.

Throughout the appeal or complaint process, mutual respect should be demonstrated by all parties and the dignity of all parties involved will be preserved. The focus of discussions shall be on a mutually agreeable resolution rather than an adversarial win-lose conclusion.

Retaliation of any kind against a student or parent for utilizing this procedure is strictly prohibited.

The Chair of the Board will appoint a standing Appeals Review Committee (the "Appeals Committee"). The Appeals Committee will consist of three or five board members. The Appeals Committee will act on behalf of the Board in regard to appeals or complaints that it hears. However, the Appeals Committee will not have the authority to establish or revise DCS policy. The implementation of new policy and revisions to existing policy requires Board approval.

The Appeals Committee will provide a report to the Board on each case that it hears, at the Board's next regularly scheduled meeting.

Individual board members may not participate in the resolution process until the complaint is properly before the Board or the Appeals Committee.

- Step 1: If the complaint or appeal involves a problem that results from the action of a teacher, the student/parent shall discuss the matter with the teacher involved. If an acceptable resolution is not achieved at this step, the teacher will arrange for a Step 2 meeting. If the complaint involves alleged discrimination, retaliation or harassment by a teacher, the student/parent shall discuss the matter with the principal, who will attempt to resolve the matter.
- Step 2: If the problem does not involve a teacher or if an acceptable resolution was not achieved at Step 1, the student/parent shall meet with the principal to discuss and resolve the matter. If an acceptable resolution is not achieved at this step, the principal will arrange for a Step 3 meeting. If the complaint involves alleged discrimination, retaliation or harassment by a principal, the student/parent shall discuss the matter with the President, who will attempt to resolve the matter.
- Step 3: If an acceptable resolution is not achieved at Step 2, the student/parent shall meet with the President to discuss and resolve the matter.
- Step 4: If an acceptable resolution is not achieved at Step 3, the student/parent may submit to the President and the Chair of the Board a written request for an appeal to the Appeals Committee. The Appeals Committee may, in its sole discretion, determine that a complaint or appeal (including but not limited to complaints or appeals regarding demerits or detentions) does not require a Step 4 meeting and issue a determination without such a meeting. If the Appeals Committee determines to hold a Step 4 meeting, or if otherwise requested by the Appeals Committee, both the President and the student/parent shall submit a written description that includes a statement of the issue, the facts that support his or her position, and the solution sought. The Appeals Committee shall conduct a meeting with the President and the student/parent present. The Appeals Committee shall render its decision in writing and the decision shall be reported to the Board at the Board's next regularly scheduled meeting.

No procedure or step in this policy shall have the effect of requiring a person alleging discrimination, retaliation or harassment to present the matter to a person who is the subject of the complaint.

EXTENDED SCHOOL DAY PROGRAM

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EXTENDED SCHOOL DAY PROGRAM

INTRODUCTION

Welcome to the Extended School Day Program of Dallas Christian School. It is our sincere desire that your association with us will be a happy and rewarding time for you and your child. We at the Extended School Day Program of Dallas Christian School realize that the children of today are the hope of tomorrow. Because of this realization, we are aware of the important role we play in your child's life. We therefore aim to make the time your child spends with us happy, informative, and peaceful. Regardless of race, ethnic, or religious background all children are welcome to spend their precious days with us. We openly acknowledge Jesus as our Savior and God as our Creator.

This year your child will be enhancing their learning skills from special activities that have been arranged for each age group. Through the use of manipulatives younger children will learn shapes and sizes, counting, grouping, classifying, matching, and problem solving. Manipulatives will help them concentrate and develop fine motor skills. All children will develop social skills and the ability to get along with others through dramatic play while using their imagination and creativity. In the art center they will express themselves using creativity and develop good eye and hand coordination. Books will help our students learn many words, concepts and ideas as well as increase their vocabulary and improve their language skills. Snack Time will allow your child to socialize and interact with friends. It will enhance their social skills and language development. Group Time will teach them that they are part of a larger community. They will learn to listen to others, wait their turn and follow directions. Quiet Time will help them to learn how to control their emotions. Playing outdoors will let your child run and jump and scream and use their energy in a controlled environment. Pulling, throwing, and climbing will help them develop their large muscles, balance, and body coordination.

The other children will formulate questions about what is happening and what will happen next time in the area of science. They will learn to develop an appreciation for the arts and the ability to be musical. They will improve their listening skills and learn how to differentiate sounds. In the area of writing they will be able to see how the written word is a part of the world we live in. Board games and crossword puzzles will help them to enhance their writing skills.

ADMISSIONS

In addition to the Dallas Christian School Admissions forms, the Texas Department of Family and Protective Services requires Admission Information (Form 2935).

ARRIVALS AND DEPARTURES

State law requires parents to leave children in the presence of staff personnel. The Extended School Day Program is made available until 6:00 p.m. Please see the Middle/High School section of this handbook for Before/After School policy.

Due to our concern for your child's safety, parents or authorized persons must pick up their child. Parents must come to the Extended School Day office and sign their child out at the time of departure. Please do not feel offended if you are asked to show identification. This is for your child's safety. No child will ever be released to persons other than those you list as authorized to pick up your child.

CLOTHING

We are pleased that children may play outside every day. Girls are required to wear shorts under their dresses. Please label all clothes, coats, hats, sweaters, shoes, and lunch boxes with your child's name, classroom teacher's name and grade level. This campus is on the highest hill in Mesquite. It is almost always windy. Please dress your children warmly and provide covering for their ears.

REST PERIOD

A supervised rest period on mats shall be provided for all preschool children daily.

SPECIAL EVENTS/PROJECTS

Parents are encouraged to attend and support their child's participation in activities not sponsored by Dallas Christian. However, no child will ever be allowed to leave the center for these activities without prior written notification from the parent. Such written notification must give consent for the child's participation and allow the activity sponsor to take the child from the center.

STUDY PERIOD

A study period will be provided for school-age students. The study period is twenty to thirty minutes long. We will encourage your child to work on their homework. Study materials appropriate for each grade level will be available and provided for those not having homework.

QUESTIONS AND CONCERNS

Please feel free to discuss any unanswered questions that you may have with your child's director, Rebbie Woods, at 972.270.5495, ext. 246. If for any reason there is a policy change, parents will be notified in writing. We look forward to a happy and safe school year with your child. Your child is our most important concern.

**EARLY CHILDHOOD LEARNING CENTER (ECLC)
and ELEMENTARY**

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Message from the ECLC/Elementary Principal

Dallas Christian is a community working together to help children grow as Christ followers and life-long learners. After graduating from DC in 1997, I am excited to come home, to serve on the campus that molded me into the person I am today. It is an honor to be part of a team that strives to help students reach their fullest potential both academically and spiritually. Our teachers and staff build relationships with each student and use their strengths and talents to encourage them and to engage them on a daily basis.

I feel blessed that you have entrusted your children with us to love them, to educate them, and to teach them to be more like Christ. We will strive each day to meet the needs of your children and to show them the love and attention they deserve.

Sincerely,

Courtney Pine
ECLC/ Elementary Principal

ACADEMIC SUPPORT

Dallas Christian School recognizes that in order for some students to be successful in meeting the demands of our academic program, support services are necessary. The S.C.H.O.L.A.R.S. Lab ALPHA program provides multi-sensory therapy via a Certified Academic Language Therapist for students with dyslexia and related disorders; an additional fee is required for these services. Speech therapy and tutoring services are contracted through Mesquite ISD for students who qualify.

In order to be enrolled in S.C.H.O.L.A.R.S. Alpha, a student must undergo a full battery of psycho-educational diagnostic testing. A qualified professional must administer this Full and Individual Evaluation within the past three years certifying that the student has a specific learning difference.

ACCELERATED READER PROGRAM

This is a national reading program designed to enrich our reading curriculum. Students in 2nd through 5th grade may participate in this program.

ARRIVAL AND DISMISSAL

K3

School Hours 8:00-11:00

Students must be picked up by authorized persons.

ECLC

For accounting purposes students will be counted tardy if they arrive after 8:00 a.m. Therefore, it is very important that students begin the day by arriving on time.

School Hours

K3	8:00 - 11:00
K4	8:00 - 2:30
K5, LEAP	8:00 - 2:30
First Grade	8:00 - 3:00

ECLC students will be unloaded from their vehicles by school personnel at the front door at 7:50 a.m. Students arriving before 7:45 a.m. should report to the ECLC cafeteria.

End of the day dismissal procedures:

- Students are to go directly to their assigned areas and listen for their names to be called.
- Students are to follow the directions of the adults in charge.
- All ECLC students will be loaded into vehicles by ECLC personnel.

Dallas Christian provides after school supervision of students for **only those who are enrolled in the Extended School Day Program**. Students who are not picked up within 15 minutes of dismissal time will be checked into extended day and a fee will be assessed for this care.

If a student is to be picked up before the regular dismissal time, the parent or guardian should make the request in writing -- stating the reason for the early release. Emergency requests may be made by phone or in person. **Always** check in at the office so that the student can be called out of class (with the least amount of disruption.)

Elementary - School Hours – 2nd - 5th grades - 8:00 a.m. - 3:00 p.m.

It is very important that students begin the day by arriving on time. Students who arrive between 7:00 and 7:30 a.m. must be dropped off at the ECLC cafeteria. At 7:30 a.m., they will be escorted to the elementary.

Tardies

Students who arrive after 8:00 a.m. need to bring a note from their parents stating the reason for the tardy. Excessive tardies may prevent students from receiving credit for the school year.

Elementary students are to be picked up at the elementary building only. Students who must stay after 3:15 p.m., will need to be enrolled in the Extended School Day program. Parents will be responsible for the normal Extended School Day fees and must pick up their child from that area.

If a student is to be picked up before the regular dismissal time, the parent or guardian should make the request in writing, stating the

reason for the early release. Emergency requests may be made by phone or in person. **Always** check in at the office so that the student can be called out of class without disruption.

ATTENDANCE

Daily school attendance is vitally important to the ongoing process of educating our students. Therefore, it is the responsibility of both the home and the school to encourage students to attend school regularly. Absences in excess of ten days may cause the student to be subject to retention of that grade. A student who is absent 3 or more days in succession may be required to provide a doctor's note. Students must be at school 4 hours to be counted present for a full day.

Notification of absences

Parents are asked to call the school office at 972.270.5495, ext. 245 for ECLC or ext. 250 for Elementary, by 9:00 a.m., when their child is going to be absent. Requests for class assignments can be made after a student is absent 2 days, and may be picked up at 3:30 p.m. on second day.

Absence notes-parents

Parents are to send a note to the school office when their child returns to school from an absence that did not require a doctor's visit.

Absence notes-doctors

Parents are to obtain a doctor's note each time their child goes to the doctor for an illness that requires the student to miss school. Those notes are to be turned in to the school office when the student returns to school.

Excused absences

- Personal illness
- Funerals
- Emergencies which arise before school such as accidents or transportation difficulties
- Doctor appointments (parents are asked to schedule these during non-school hours, if possible, and to avoid making appointments that would cause the student to miss the same class repeatedly)
- Educational travel that has been pre-arranged by a parent a week in advance and approved by the principal.

Unexcused absences

- Skipping classes
- Shopping, visiting, and personal business (requests for excused absences in these situations should be made only in emergencies when others cannot fulfill these responsibilities, and must be approved by the principal.)
- Suspension from school
- All absences beyond 10 days not covered by a doctor's note (trips are included in the 10 days not covered by a doctor's note)

CHAPEL

Chapel is a very special time. Following is the basic chapel routine:

- Pledge to the flag and sing a patriotic song
- A devotional or skit led by students and teachers (moral stories, biblical stories, anecdotes, illustrations, scripture reading, and prayer)
- Adult speakers periodically (our president, youth ministers, ministers & other guest speakers)
- Daily announcements

CONDUCT OF STUDENTS (expectations, guidelines/rules, and consequences)

A high standard of acceptable behavior is essential at Dallas Christian School. Students will be expected to conduct themselves in a manner that will contribute to the optimal learning environment. Politeness, cooperation, and obedience are the guiding principles.

Specific guidelines

- A. Students will enter and exit the buildings in an orderly fashion at all times. They will be expected to act in a safe and responsible way while moving about the campus before, during, and after school hours. We will maintain a safe and respectful atmosphere at all times.
- B. Gum chewing is not allowed in the ECLC and elementary buildings.
- C. Hats, hoods or caps will not be worn inside the school buildings--except on special occasions.
- D. The personal and property rights of others are to be respected by all students at all times while under supervision of the school.
 1. Fighting, hitting, tripping, shoving and throwing objects or any other horseplay are strictly prohibited.
 2. Any student who destroys or defaces property will be subject to disciplinary action. The student's parents will be responsible for repairs and/or the replacement costs.
 3. Profanity, vulgarity, sexually explicit and/or abusive language may be cause for immediate dismissal.
 4. Students who are disrespectful to adults will be subject to probation, suspension and/or dismissal.
 5. Students discovered stealing will be subject to loss of privileges, repayment and/or suspension which may result in dismissal.
 6. Any inappropriate sexual contact or behavior will have serious, immediate consequences, which may include dismissal.
 7. Any student in possession of or under the influence of tobacco, alcoholic beverages, or illegal drugs will be subject to severe

consequences, including expulsion.

8. Any student in possession of any type of weapon (including, but not limited to, knives and guns) will be subject to severe consequences, up to and including expulsion.

E. ECLC/Elementary Cell Phone Policy

No cell phone use will be allowed during regular school hours unless directed by teacher for instructional use. Cell phones that are heard or observed during regular school hours will be removed from the student's possession and appropriate discipline will result. The student's parent will be called to pick up the cell phone. No cell phone will be released to students.

F. Academic Integrity

It is our goal that each Dallas Christian student model academic integrity. Academic cheating is the attempt to obtain information, knowledge, or material from any other source and submit it as one's own work. This can be done either by giving or receiving information for homework, classroom assignments, or tests. Cheating in any form is not in keeping with expected moral, ethical, or spiritual values. Academic integrity is an attitude that values honesty above grades, friendship, social acceptance, and peer pressure. Cheating may result in one or more of the following consequences: a parent/teacher/student conference; in-school suspension (ISS); out-of-school suspension (OSS); expulsion from the school for the remainder of the academic year; or any other discipline determined appropriate by administration. Any such assignment will receive a grade of "0."

Violations noted above will result in disciplinary action. Repeated and/or serious offenses may result in disciplinary action up to and including suspension or expulsion. Each disciplinary referral to the office will be documented and parents will be notified. Note that the violations listed above are examples. Dallas Christian School reserves the right to take disciplinary action that it deems appropriate for any behavior that it believes is inappropriate.

DEVELOPMENTAL READINESS

Students attending ECLC and K3 classes must be toilet trained. No pull-ups or diapers of any kind are permissible. When students have accidents, the parent may be contacted to pick up the student. If the incontinence continues, the student may be dismissed until toilet training is completed.

DRESS CODE

Students are required to wear uniforms daily unless otherwise directed. All components must be purchased from Mills Uniforms. Various components may be worn daily except on designated special dress days.

Designated Special Dress Uniform Day requirements:

Boys

- Long khaki pants (plain or pleated)
- Brown or black belt
- White dress shirt (long or short sleeve)

Girls

- Plaid jumper/white Peter Pan blouse (K3-2nd)
- Plaid jumper/white blouse or plaid skirt/skort and ¾ sleeve white blouse (3rd-5th)
- Skirt and walking shorts lengths are based on a standard of four inches above the knee when measured from the floor in a kneeling position.

Shoe Requirements – Students may wear any shoe of their choosing with the following exceptions:

- All shoes must have closed toes and closed heels.
- Boots, sandals, water shoes, house shoes, platforms, flip flops, clogs, or other extreme styles will not be permitted.
- No lights, pumps, sounds, or skate shoes.
- Dress shoes should be traditional black or brown. All shoes should have closed toes and closed heels. No lights, pumps, neon colors, sounds, skate shoes, "mood" or "color changing" inserts. No boots of any kind, clogs, sandals, or flip-flops.

Sock Requirements

White, grey, royal blue or black socks, short or long, are to be worn with shorts. Solid color coordinated socks are to be worn with long pants. White socks or solid color coordinated socks are to be worn with skirts. Solid color tights may be worn with skirts and should be white, blue or black. Patterns such as checkerboard, animal print, or other busy/distracting patterns will not be permitted.

Coats or Outerwear

Dallas Christian has partnered with Mills and Land's End to provide approved outerwear options. Approved outerwear includes the following:

- Mills fleece zip-up jacket (available in black only)
- Land's End fleece vest, half-zip fleece jacket, or full-zip fleece jacket (available in black or blue)

- Mills black v-neck pullover sweater
- Land's End cardigan
- Sweatshirt available for purchase through the Dallas Christian Athletic Association (only approved sweatshirt)

Land's End link: [Land's End - Dallas Christian School](#)

Mill's link: [Mills - Dallas Christian School](#)

Grooming guidelines

Boys

- Hair is to be maintained so that it is not extreme. Hair should not be noticeably different or stand out in any way to draw attention. It must not cover more than half the ear, fall below the eyebrow or over the collar. Hair should not be colored or shaped to draw attention to it, or cut in stripes, designs, or letters.
- No earrings, clips, or studs are to be worn.
- No visible tattoos.

Girls

- Hair is to be maintained so that it is not extreme.
- Hair should not be unnaturally colored or shaped to draw attention.
- Hair accessories should be conservative, not a distraction to other students and coordinate with school uniform in style and color.
- Small earrings are allowed.
- All makeup is deemed inappropriate for ECLC and Elementary students.
- No jewelry is to be worn that will distract from the uniform look.
- No visible tattoos.

EMERGENCY PHONE NUMBERS

It is extremely important that current home, cell, office, and emergency contact phone numbers be on file in the school office. The school will make every effort to contact parents or the emergency contact person if there is a serious illness or accident. If it is a critical situation, the first call will be made to **911**. Please keep the office personnel informed of any change in your home address.

GRADING ASSESSMENTS

Grading scale (based on numerical grades)

90-100	Excellent
80-89	Above average
75-79	Average
70-74	Below average
0-69	Failing

ECLC

K3, K4, Kindergarten and LEAP teachers will schedule parent/teacher conferences during first semester to review students' strengths and weaknesses and second semester as necessary.

First through fifth graders will be assessed at each grade level as they complete a developmental/academic period. Progress will be communicated in the following ways:

1. A parent/teacher conference in October to review the student's strengths and weaknesses. Other parent/teacher conferences as deemed necessary.
2. Folders sent home on a weekly basis which include a sampling of the student's written work as well as a work/social habit checklist.
3. A formal report card each semester which reflects grades based on written work as well as in-class work and participation.

Elementary

Late assignments- It is very important for the continuity of the learning process that students complete and turn in assignments on time (the date they are due.) Twenty five percent will be deducted from assignment grades for each day they are turned in late.

Missed tests - Students who were in attendance the day before a scheduled test will generally be required to take that test the day they return to school. Unusual circumstances will be handled by the teacher and principal on an individual basis.

LUNCH PROGRAM

ECLC and Elementary

All children and staff will have a lunch account. A lunch account will become active when a deposit is received. Signature Services uses a declining balance system for the students and staff to purchase lunch, snacks and drinks – much like a debit card. This means that parents should deposit \$50 per child into the child's or family's account or supply Signature Services with a credit card authorization form. *There will be no credit extended. You must maintain a positive balance at all times. If at any time a child's account is negative, they will be offered a sack lunch.* Cash will also be accepted at the registers if you do not wish to use your lunch account.

PK through 1st grades must pre-order their lunch. Each month you will be provided a pre-order menu via our website www.kidsemeals.com for the next month.

PARTIES

Class parties

Each homeroom class may have two school-sponsored parties per school year. They must be on campus and are not to exceed 45 minutes in length. The schedule and details are to be worked out with the homeroom teacher. Room mothers are responsible for cleaning up after parties.

Birthday parties

Birthdays of our students may be celebrated at school with a snack of choice although individual servings such as cupcakes and cookies are recommended. Please coordinate these arrangements with the individual classroom teacher in order to protect classroom instructional time.

Private parties

Dallas Christian School recognizes and encourages celebrations and shared student/family times (i.e. birthday parties, sleep-overs and other events). **At the same time, we must be sensitive to the feelings of all students and parents.** Arrangements for these types of events should be made outside of the school.

1. Invitations should be mailed, not handed out at school unless the whole class is invited.
2. Guests should meet at a designated place (off-campus) and not picked up at their respective school buildings.
3. Birthday gifts, sleeping bags, or other overnight gear may not be brought into the building. We realize that these arrangements may be inconvenient; however, in an effort to be considerate of every family/student's feelings, we will follow these procedures.

VISITORS

Parents and visitors **must** register in the office before going anywhere in the building. The administration reserves the right to supervise any parent visitation. There will be multiple opportunities throughout the year to visit classrooms and help with activities. **Pets are not to be brought to school without prior approval by the principal. There are safety liabilities and other issues that must be considered.**

**Middle School/High School
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Message from the Middle School Principal

“It takes a village to raise a child.” As a parent at Dallas Christian, I have found this to be true. DC is a community (a village), and each person within that community plays a role in forming who our children will become as adults. Teachers, coaches, principals, staff members, parents, grandparents, siblings, friends – all play a vital part in this process. Each success - in the classroom, on the field, on the stage - builds confidence. And each defeat – in the classroom, on the court, in the hallways – builds character. Our children are going to encounter both. How we help them handle these successes and failures is where the real learning takes place.

At Dallas Christian, we take our mission seriously – to prepare our students for Christ-centered lives of purpose, service and leadership. We are committed to providing quality instruction and relevant curriculum. We are also committed to partnering with parents in building strong character, demonstrating and teaching what it means to be a good citizen and instilling in them the values of Christian living.

Train children in the right way, and when old, they will not stray. Proverbs 22:6

Let’s do this together.

Sincerely,

**Kristi England
Middle School Principal**

Message from the High School Principal

Dear Parents and Students:

Education--especially Christian education--is in my blood. I come from a family of teachers--uncles, aunts, cousins, and even my mother who taught here at DC in the elementary for a number of years. I've always loved education, but it was not until I was years into my professional career as an attorney that I realized how much I missed education. Like many others, some of the most influential individuals in my life were my teachers. Being in education allows me the opportunity to pay forward some of the same influence on today's young lives. As I enter my ninth year here, I am blessed to have been a part of Dallas Christian.

We are committed to instilling a Biblical worldview in our students so that they may be prepared to live Christ-centered lives of purpose, service, and leadership. Reflecting on their time at Dallas Christian School, many graduates state that one of their favorite memories is recalling the love, care, and support of the DC teachers and staff. We are blessed to have teachers who want to see our students succeed in their academics, in their athletic and fine arts competitions, and most importantly, in establishing their relationship with Christ.

Our course offerings currently include fifteen dual-credit and Advanced Placement courses. We continue to look for ways to offer relevant, meaningful, rigorous courses that will prepare our graduates for the academic, social, and spiritual challenges of college. Furthermore, we have a strong academic services program to support the individual needs of all students.

Dallas Christian High School offers a variety of ways for your child to become involved. We have twelve TAPPS athletic programs as well as a Fine Arts department with opportunities in chorus, theater, band, and art. We look forward to partnering with our parents as we encourage our students to become Christian leaders who are ready not only for meeting the rigors of college but also for handling the challenges of a secular world.

Sincerely,

Jay Stigers

High School Principal
Dallas Christian School

I. ACADEMIC SUPPORT

Dallas Christian School recognizes that, in order for some students to be successful in meeting the demands of our academic program, support services are necessary. Learning Lab is a support service offered in middle school and high school for students who have been diagnosed with mild learning differences and/or Attention Deficit Disorder. Any student with diagnosed learning differences may be required to enroll in the Learning Lab as a condition of enrollment and/or, at the high school level, may be required to utilize content mastery services. In the Lab, the Academic Coach works with each student to provide lifelong learning strategies for organization, time management, reading, comprehension, and study skills. Each high school student receives an elective credit for each year enrolled in LAB. In order to be considered, a student must undergo a full battery of diagnostic testing by an educational diagnostician, or provide documentation of a recent diagnostic assessment (within three years) or be diagnosed with ADHD by a physician. Qualified students in Learning Lab may also be eligible for extended time on the ACT and SAT college exams.

An additional fee for services may be applicable; contact Academic Services Director for details.

Administration may make exceptions to the above-stated policies after a prayerful and thorough review of any mitigating circumstances.

II. BEFORE SCHOOL AND AFTER SCHOOL POLICY

Middle School - Students may arrive no earlier than 7:15 a.m. and must be picked up by 4:00 p.m. After that time, students will be sent to After School Care in the Elementary Building and charged a drop-in fee (unless they are officially enrolled in the program). Enrollment information is available in the Business Office.

High School - The high school building is open from 7:00 a.m. to 4:00 p.m.

III. ACADEMICS

A. Class Schedule Changes

Student initiated schedule changes will be made only during the **first four school days** of the term and **only** under the following conditions:

- * A permission form is signed by the parent or guardian and teachers, then presented to the counselor for approval by administration.
- * A change is possible in terms of the student's existing schedule, and the change will not overload another class. Class size levels will be determined at the discretion of school administrators.

B. Course Offerings (Grades 6-8)

<u>Required</u>	<u>Electives (7th and 8th Grades)</u>	<u>Additional Offerings (8th grade)</u>
Bible	Art	IPC*
English	Band	Algebra I*
History	Chorus	Computer Science*
Math	DCTV/Newspaper	Spanish I*
Science	Drama	
P.E./Athletics	Learning to Lead	*Denotes high school credit
	<u>Electives (6th Grade)</u>	
	Band	
	Chorus	
	Reading/Creative Writing	

C. Course Offerings (Grades 9-12)

Notes: (1) The following courses are representative. Not all classes will make or be taught every year.
(2) Number in parentheses () indicates unit of credit.

Bible

Bible (4 credits required or 1 credit per year attending DC) (1)

English Language Arts

English I, II, III, IV (1)

Honors English I, II, III (1)

Speech (9th) (½)

Critical Thinking (½)

Fine Arts

Art (1)

Band (1)

Chorus (1)

Drama (1)

Humanities (1)

Piano Lab (1)

Technical Theatre (1)

Theatre Team (1)

Foreign Language

Spanish I (II, III, IV) (1)

Sign Language I (II, III) (1)

Math (Pre-requisites in parentheses)

Algebra I (1)

Geometry (Algebra I) (1)

Honors Geometry (only for 9th graders who had Alg. I in 8th grade)* (1)

Math Models (must be taken before Algebra II) (1)

Algebra II (Geometry) (1)

Honors Algebra II (only for 10th graders)* (1)

Pre-Calculus (Algebra II) (1)

Honors Pre-Calculus (only for 11th graders)* (1)

Calculus (Pre-Calculus) (1)

AP Calculus (Pre-Calculus) (1)

* Special circumstances will be considered by the principal

Natural Science (Pre-requisites in parentheses)

Integrated Physics and Chemistry (1)

Biology I (1)

Biology II (Biology I, Chemistry I) (1)

Chemistry I (Algebra I, Biology I) (1)

AP Chemistry (Chemistry I, Biology I) (1)

Physics (Pre-Calculus and two sciences) (1)

Astronomy (1)

Anatomy & Physiology (1)

Journalism

Newspaper (Application required) (1)

Debate (1)

Journalism (1)

Physical Education/Athletics

Athletics	(1)
Sports Medicine	(1)

Social Studies

World Geography (9 th)	(1)
AP Human Geography (9 th)	(1)
World History (10 th)	(1)
AP World History (10 th)	(1)
American History (11 th)	(1)
American Government (12 th)	(½)
Economics (12 th)	(½)

Technology (Pre-requisites in parentheses)

Broadcast Journalism	(1)
Computer Science I (Algebra II or concurrently)	(1)
Computer Science II (Computer Science I and Algebra II)	(1)
Computer Graphics/Web Mastering	(1)
Desktop Publishing - Yearbook (Application required)	(1)
Digital Graphics/Animation	(1)
Music Technology	(1)

Other

Study Hall	(1)
Learning Lab	(1)

*These courses do not calculate into GPA.

Weighted and Dual Credit Classes

Weighted classes are **advanced level classes** that are **not required for graduation**. All **Advanced Placement** and **Dual Credit** classes receive weighted credit.

The following is a listing of classes that conform to the following criteria: Honors classes are weighted by an additional ten percent (10%). AP and Dual Credit classes are weighted by an additional twelve percent (12%).

Honors English I	10
Honors English II	10
Honors English III	10
Physics	10
Honors Geometry	10
Honors Algebra II	10
Honors Pre-Calculus	10
Calculus	10
Spanish III	10
Spanish IV	10
American Sign Language III	10
American History - dual credit	12
Biology II - dual credit	12
Chemistry - dual credit	12
English IV - dual credit	12
Government – dual credit	12
Psychology - dual credit	12
Developmental Psychology - dual credit	12
Rotating Tech Classes – dual credit	12
AP Calculus	12
AP Human Geography	12
AP World History	12

D. Concurrent Enrollment/Dual Credit

It is possible to receive college hours as a Sophomore, Junior or Senior concurrently with high school credits. Our teachers meet the advanced degree requirements of Eastfield College. The offerings to date are as follows, although not every course is offered each year:

1. Interactive Digital Media I (IMED 1445)	4 hrs/sem; ½ HS credit
Introduction to Presentation Graphics Software (ITSW 1410)	3 hrs/sem; ½ HS credit
Beginning Web Programming (ITSE 1401)	4 hrs/sem; ½ HS credit
2. Composition (ENGL 1301/1302)	3 hrs/sem; 1 HS credit
3. American History (HIST 1301/1302)	3 hrs/sem; 1 HS credit
4. College Algebra (MATH 1314)	3 hrs/sem; ½ HS credit
5. College Statistics (MATH 2342)	3 hrs/sem; ½ HS credit
6. Psychology (PSYC 2301)	3 hrs/sem; ½ HS credit
7. Developmental Psychology (PSYC 2314)	3 hrs/sem; ½ HS credit
8. Government (GOVT 2305)	3 hrs/sem; ½ HS credit
9. Chemistry (CHEM 1411)	3 hrs/sem; 1 HS credit

A student should apply through the DC academic counselor beginning in October before their sophomore, junior and/or their senior year. Sophomores who qualify will be allowed to enroll in Psychology/Developmental Psychology or the technology classes. Check with individual colleges or universities of your choice to see if they will accept certain college courses.

E. Grading Policy

MS Grading Policy

Nine Weeks grades:

50% Daily

50% Tests

Semester Average:

45% First Nine Weeks

45% Second Nine Weeks

10% Semester Exam

*Classes taken for high school credit will follow the HS Grading Policy.

HS Grading Policy

Semester grades are determined as follows:

30% - Daily Work

50% - Tests

20% - Semester Finals

Completion of major projects is required for course credit in some classes.

High School Only

All students are required to take final exams both semesters with the following exceptions:

- When an exam exemption is offered by the high school administration as motivation for participation in fundraising efforts, which can only be used in a class where the student has an **85 average or higher**.
- Second semester seniors who meet the following criteria: (Grades will be culled on May 6, 2016.)
 1. Must have no Level II violations during the entire school year.
 2. Must not have been suspended for any reason during the entire school year (ISS or OSS).
 3. Must have no more than 3 Level I demerits during the entire school year.
 4. Must not have any unexcused absence **in any class during the second semester**. A senior who has an unexcused absence in the spring semester must take the spring final exam for that class.
 5. Must have an academic average of 85 or above to qualify for exemption in that class.
 6. For the class in which the student is seeking to exempt the exam, the student must have no more than five absences in a rotating A/B block class and no more than ten absences in a daily class for the semester.

F. Grading Scale

A 90-100

B 80-89

C 70-79

F 69 or below

Lowest passing grade is 70

Eligibility is 70

G. Late Assignments

It is very important for the continuity of the learning process that students turn in all assignments the date they are due. The following guidelines will apply to assignments turned in late:

1. The assigned grade will reflect a 25-point reduction for every **calendar day** the assignment is late, with Friday to Monday counting as one day.
2. Completion of some major projects is required for course credit.

H. Make-up Assignments

Immediately following each absence, students must make arrangements with all of their teachers to make up assignments and tests. Tests are to be taken during one of the following appropriate option periods:

1. **Before school** (7:15 a.m.)
2. **During lunch** (if it can be completed during a lunch period)
3. **After school**

All make-up tests and assignments must be completed by the second school day following the student's absence. (*Saturday and Sunday together will count as one school day.*) **It is the student's responsibility to make arrangements with the teacher to take any make-up tests by the second school day following an absence. Unusual circumstances will be handled through the principal's office.**

I. Report Cards

Middle School report cards will be posted in Senior Systems at the end of each quarter (9 weeks) and each semester. High School final report cards will be issued at the end of each semester. Semester and final report cards and other permanent records will be held if student financial records are not clear or if the student has not fulfilled the required community service hours for the semester or year. Progress Reports are available for viewing by parents and students in MyBackPack in Senior Systems. Progress Reports are updated every three weeks throughout the school year.

J. High School Credit through Summer School or Online

Subject to the conditions stated below, high school students may study some high school courses online or in summer school **with prior approval of administration.**

1. All core curriculum courses can be taken for credit only if they are make-up courses due to failure.
2. Students shall make arrangements for correspondence courses to be supervised by the counselor. The student will pay all expenses. The school counselor or principal will monitor examinations.
3. Students are subject to the requirements of Eastfield Community College. These requirements are subject to change at the discretion of the Eastfield administration. Please check these requirements at <http://www.eastfieldcollege.edu/>.

Students must receive a positive academic evaluation by current teachers based upon a standardized rubric. Students wishing to take Dual Credit American History must have a final grade of 92 in World History or an 85 in AP World History. Students wishing to take Dual Credit English IV must have a final grade of 92 in English III or an 85 in Honors English III. The principal and academic counselor maintain final approval for registration in a dual credit class.

4. The number of credits that may be earned toward graduation by correspondence or online while enrolled at DC must be preapproved by the administration. Typically, a student may transfer in up to three credits of an online course; however, more may be considered at the President's discretion.
5. Courses taken by correspondence, online, or in summer school will be noted on permanent records and will not be counted toward GPA.

K. Graduation Requirements

In addition to credit requirements, a senior must meet the following requirements before receiving a diploma and final transcript at Dallas Christian High School. Special cases will be considered by the administration.

1. Students must have on record 25 hours of community service for each year of attendance at Dallas Christian High School. Each student's community service record will be checked at the end of the year. Guidelines for service hour requirements are posted on the Dallas Christian website. Service hours will only be accepted during the course of the school year. The school year (for purposes of community service) will be defined as June 1 through May 31.
2. The senior must receive clearance by the business office.
3. The senior must complete the entire senior year, from the time of his/her acceptance by the school, through graduation exercises. The student must be enrolled at the time of graduation.
4. Seniors are required to take the ACT or SAT College Board Test sometime before March of their senior year unless the principal has approved special arrangements. Proof of registration must be noted by counselor.
5. A senior may not lack more than one credit of the graduation requirements and still participate in commencement (as a summer graduate).

L. Graduating with Honors/High Honors

All courses taken for high school credit (excluding online courses, athletics beyond first year, office aide, study hall and Learning Lab) will be included when calculating the final GPA. A numerical average of 90 will be required for graduating with honors and a numerical average of 96 for graduating with high honors.

M. Valedictorian and Salutatorian

Students' numerical averages will be used to determine graduation status. All courses taken for high school credit will be included when calculating the final grade point average with the exception of online courses, summer school courses, Learning Lab, study hall, and athletics after the first year of participation.

The valedictorian and salutatorian are determined using numerical average and will be calculated on May 6, 2016. **All valedictorians and salutatorians must have attended Dallas Christian High School from the beginning of their 9th grade year through graduation. All grades earned in grades 9-12 must have been earned while enrolled at Dallas Christian.**

N. Rank in Class

Students' numerical averages will be used to determine graduation status. All courses taken for high school credit will be included when calculating the final GPA with the exception of correspondence, online, and summer school courses, athletics after the first year of participation, office aide, study hall, or Learning Lab.

O. Calculating the Grade Point Average

The Grade Point Average (GPA) is computed by totaling semester grade points and dividing the total by the number of courses. Weighted Courses will only be included in the calculations if the same or equivalent course is offered at Dallas Christian School. Note: Courses that are not weighted at Dallas Christian School, that were taken at another school, do not count as weighted courses (e.g. honors classes).

P. Credit Requirements for High School Graduation 2016

	Recommended Track	Distinguished Track
American History	1	1
Bible	4	4
Critical Thinking	.5	.5
Economics	.5	.5
Electives	4	3
English	4	4
Fine Arts	1	1
Government	.5	.5
Foreign Language	2	3
Mathematics	4	4
PE/Athletics	1	1
Science	4	4
Speech	.5	.5
Technology Applications	1	1
World History	1	1
World Geography	1	1
Total Credits Required	30	30

Note: One (1) credit of Bible is required for each year enrolled at DCHS. Courses exceeding graduation requirements will count as electives.

Distinguished Track

This degree plan is for students who plan to apply for highly selective colleges or universities. The distinguished track requires four math credits, three years of the same foreign language, and a combination of any three of the following criteria:

- a. Achieve a score on the Preliminary Scholastic Assessment Test (PSAT) that qualifies a student for recognition as a Commended Scholar or higher by the National Merit Scholarship Corporation.
- b. Complete an approved three-hour college course with a grade of 3.0 or higher on courses that count for college credit.
- c. Achieve a composite score of 23 or higher with at least a 19 on each section of the ACT.

- d. Achieve a score of 1070 with at least a 500 or higher on each section of the SAT.
- e. Earn and retain membership in the National Honor Society.
- f. Achieve a minimum cumulative average of 90 (4.0 GPA).

Q. Testing

1. Term Exams

Specific schedules will be provided for these major tests allowing ample time for preparation. The teacher will dedicate class time for review as deemed appropriate. The day immediately preceding final exam periods will be designated as a DEAD DAY. No new concepts or topics will be introduced on this day. On dead days only those athletic (or other events) which are required by an applicable TAPPS district schedule will be scheduled. In each case, all contests and practices should be ended by 6:00 p.m. on these dedicated dead days.

2. Standardized Tests

6th - 9th - NWEA

9th - PSAT for 9th graders

10th - residual ACT exam

10th, 11th - PSAT test (For juniors, the PSAT is the National Merit Scholarship Qualifying test.)

The SAT and ACT tests are given on various dates and at various locations throughout the year. Seniors are encouraged to take both tests.

R. Academic Integrity

It is our goal that each Dallas Christian student model academic integrity. Cheating in any form is not in keeping with the school's expected moral, ethical, or spiritual values. Academic integrity is an attitude that values honesty above grades, friendship, social acceptance, and peer pressure.

Cheating (which includes plagiarism) is a level II offense, and **combined** with the level II consequences listed elsewhere in this handbook may result in one or more of the following consequences: a parent/teacher/student conference; in-school suspension (ISS); out-of-school suspension (OSS); expulsion from the school for the remainder of the academic year; or any other discipline determined appropriate by administration. Any such assignment will receive a grade of "0."

Furthermore, there are additional consequences related to a student's National Junior Honor Society or National Honor Society eligibility or membership. See the sections related to NJHS and NHS.

S. Assignment Book - Middle School

The student is responsible for writing down all assignments on the daily assignment sheet as well as writing down all major tests, quizzes, projects, and papers on the monthly calendar. He is also responsible for organizing and maintaining a notebook in good condition. Finally, the student must bring home the notebook and appropriate textbooks and materials needed to complete assignments every school night. The everyday consistency of bringing home the notebook is essential to the student's successful organization of his work.

T. Eligibility Requirements

You may track your student's progress in each class through Senior Systems / My Backpack. There will be an eligibility check at the end of the first nine weeks of the fall semester, at the conclusion of the fall semester, and after the first nine weeks of the spring semester. Students must maintain a cumulative average of 70 or above in each course to be eligible to participate in school activities.

If a student has a cumulative average below 70 in any class, the student shall be ineligible to participate in school activities for two weeks. For purposes of eligibility only, a student's cumulative average in dual-credit and AP classes will receive a 10-point increase; as a result, a student must maintain a cumulative average of at least 60 in dual-credit and AP classes. The ineligibility period shall begin on the day notice of ineligibility is sent. Any student who has a cumulative average below 70 in a class may be required to attend tutoring for two weeks as often as requested by the teacher. The requirement to attend tutoring applies to all students regardless of their involvement in an extracurricular activity at the time. At the

conclusion of the two-week period, grades will be checked and a student's eligibility reinstated if a minimum cumulative average of 70 is attained.

Students reported as incomplete on the day eligibility is checked must submit all work by the second school day following the report. If the incomplete work is not submitted by this time, the student will become ineligible for the entire two-week period.

Students must be in attendance for at least one-half of the number of class periods (three in High School and four in Middle School) to be eligible to participate in extracurricular activities that day. Students must be in attendance at least one-half day on Friday for participation in weekend activities.

IV. ATTENDANCE AND ABSENTEEISM

A. Attendance

Absence Procedures - Excellent attendance is vital to the teaching and learning process.

For any absence, please follow the procedures below:

1. A parent should call or email the school office when a student is to be absent. Please state the reason for the absence and the approximate date the student will return.
2. After an absence, a parent should:
 - a. Submit a written statement to the attendance office which includes: the student's name, the dates absent, the specific reason(s) for the absence, the parent's signature, and phone numbers where he/she can be reached; or
 - b. Submit an official doctor's statement in lieu of a parent note. The doctor's note should include the date and time of the visit and the doctor's signature.
3. A student who fails to bring a written absence excuse note will be given an unexcused absence admit to class. **The student has three days to bring acceptable documentation to have the absence changed from unexcused to excused. Any assignments missed during an unexcused absence will be assigned a grade of "0."**
4. If a student is late to class because of obtaining an admit slip, the student will be counted as tardy. It is the responsibility of the student to allow time to go to the office prior to first period the day following an absence.
5. If travel is planned, a note should be brought to the office giving the date(s). If the principal approves the absence, a copy of the note will then be given to all the student's teachers. It is the student's responsibility to get all make-up work before the trip.

Juniors and Seniors are allowed three days of excused absence for visiting college campuses. They should have a note from the parent filed in the school office at least one week before the absence occurs. Students may begin using the three days during their junior year. After visiting, documentation must be submitted to principal's office for the absence to be excused. No college visits will be allowed after May 1.

Excused absences include personal illness, illness or death in the immediate family, medical appointments, and unusual circumstances approved by the principal.

Unexcused absences result in a demerit and a "0" for any work missed. Unexcused absences include, but are not limited to, the following events:

1. Truancy (skipping or cutting one or more classes)
2. Shopping
3. Personal grooming appointments
4. Working
5. Travel that has not been pre-approved by the principal
6. Personal business
7. Oversleeping

B. Excessive Absenteeism

Attendance Requirements

Regular attendance in all classes is a critical element in the total school experience. Attendance (both excused and unexcused absences), grades and behavior will all be considered when evaluating students for special awards and honors. Students who miss more than eight (8) daily class meetings in the fall semester, more than nine (9) daily class meetings in the spring semester, or more than five (5) classes that meet on a rotating A/B block schedule will be informed in writing that they are at risk of failing the courses missed regardless of the current grade for that class. All exceptions must have the approval of the attendance committee.

The Attendance Review Committee (ARC) will meet prior to the end of each semester. The ARC will consider extenuating circumstances and other documentation provided by parents. In some cases, students will be allowed the opportunity to make up lost time in Saturday School. There will be dates set aside to reclaim time. There will be a fee assessed to students who must attend Saturday School. This fee is due the week of the assigned dates.

Reminder: All absences (**excused and unexcused**) will count against the number allowable. It is important to arrange trips as well as medical and other personal appointments so as not to conflict with school attendance.

For dual credit / concurrent enrollment courses: Students with seven (7) absences (excused or unexcused) will result in an automatic withdrawal from any dual credit course; furthermore, more than five (5) absences from a dual credit class that meets daily or more than three (3) absences from an A/B block class will result in a student's ability to receive no grade higher than a "B" for the course. The administration reserves the right to make determinations regarding the absences rule in unique circumstances where warranted.

C. Tardy Policy (Late to School)

It is critical that all students be on time for school. Dallas Christian School will not classify a tardy as excused or unexcused. As indicated under Discipline Plan, a tardy is classified as a Level I behavior. Please refer to those pages for more information. Demerits will be given after the 3rd tardy to first period. A student who misses **more than one-half of a class period** will be counted **absent**. Unexcused tardiness to any period other than first will result in a Level 1 demerit.

D. Early Release

Seniors who have enough credits to graduate may be granted early release (2:20) if they choose not to participate in athletics. Senior student athletes who are involved in athletics must abide by the in-season/off-season protocol established by the Athletic Department. Senior student athletes will be granted early release at the conclusion of the last season in which they choose to participate.

V. DAY-TO-DAY ACTIVITY REGULATIONS

A. Automobiles

Students having a legal driver's license may drive their vehicles to school and park them on campus as long as they abide by the following rules:

1. Park in designated spaces as soon as arriving on campus. Students are not to park in fire lanes, reserved, visitor, or numbered spaces.
2. Student parking tag with identification number must be displayed on vehicle at all times.
3. Drive appropriately (slowly, carefully, defensively) only on paved or graveled surfaces.
4. Once parked, go directly to the buildings. Permission from the office is required before leaving the building during school to go to the parking lot. All students must receive a parking lot pass before proceeding to the parking lot.
5. Students should drive to the field house and /or Charger Gym by way of Galloway to Wooded Lake between the hours of 2:15 p.m. and 3:30 p.m. due to traffic from the elementary and middle school buildings.
6. Unlicensed drivers are not permitted to drive automobiles on campus.
7. Parking violations, leaving the building without permission to go to the parking lot, and on-campus driving violations are classified as Level I behavior. More serious moving violations may carry greater consequences, including loss of on-campus driving privileges, in addition to the consequences listed under Discipline Plan.

8. Students are not allowed to park in front of Charger Gym (either side of the parking lot) between the hours of 2:15-4:00. This area is reserved for middle school parents.

B. Chapel

Dallas Christian School recognizes the value of devotionals - a short period of time set aside to focus on God. This chapel time will normally consist of songs praising God and prayer time. Additionally, at various times, there will be spiritual talks and related activities, programs on values, and other topics designed to enhance the lives of Dallas Christian students. Occasionally, there will be an extended chapel covering more in-depth topics needed by the students. Student attendance is mandatory, and appropriate behavior is expected.

C. Food/Drinks/Gum

Open containers of food and drinks are not to be brought into the classroom (with the exception of water in a clear container). At no time are open containers allowed unless supervised by a teacher or administrator (e.g., club or class meeting during lunch). Food and drink should never be consumed in school halls. Food purchased in the cafeteria should be consumed only in designated eating areas (cafeteria, picnic tables, etc.). Teachers may obtain permission to prepare/bring food when it is a part of the unit they are studying. For his or her classroom, each individual teacher will determine gum policies. Students will be expected to know and follow those policies.

D. Illnesses at School

If a student becomes ill at school to the extent that removal from classes becomes necessary, parents are expected to provide transportation to home or the doctor. The school does not have the facilities or personnel to care for sick students.

E. Emergency Medical Treatment

Parents shall complete an emergency care form each year that includes a place for parental consent for school officials to request medical treatment for the student, as provided by law. Parents shall also be asked to supply other information that could be required in case of an emergency; parents should update this information as often as necessary. All students participating in any athletic activity must have the physical examination form on file in the school office.

F. Junior/Senior Banquet - High School

Each year the individual students in the junior class will be responsible for planning and funding by the junior/senior banquet by paying their grade level dues. This responsibility extends equally to all juniors, regardless of individual decisions to attend the banquet.

G. Lockers/Storage - Middle School

Lockers should be locked at all times. Students will be responsible for the inside and outside of their assigned lockers. They are the property of the school and can be inspected by school officials or law enforcement officials at any time with or without the presence of the student. Students are expected to keep all their books and belongings properly stored away and help keep the buildings neat and clean. Students must use their assigned locker only.

H. Lunch

Except on specially approved occasions, students will eat in the school cafeteria. Students are not to go to Charger Gym, the Cox Center, or other outlying buildings without permission. Each student is expected to clean the area where he/she eats and properly dispose of any waste. Also, students are not to order food and have it delivered to the school. Dallas Christian School is a closed campus. **DC family visitors must check-in at the school office.** Seniors may be allowed off-campus lunch; however, seniors who violate any school rule may have privileges revoked.

I. Search of Persons and Property

Dallas Christian School reserves the right to search any student - person or property - with cause. These searches can extend to automobiles, lockers, purses, athletic bags, backpacks, and/or other places in which illegal contraband could be concealed. Great discretion will be utilized to ensure privacy and appropriateness of said searches.

J. Telephone and Electronic Device Use

The administrative offices of each building have phones which are available for emergency use by students.

High School Cell Phone/Electronic Device Policy:

Cell phones must be kept in the student's backpack or purse during class unless a teacher has specifically authorized their use during class. Cell phones (and other electronic devices) may be collected by the teacher if they are being used improperly. The teacher will return the phone to the student at the end of class. The teacher will document the occurrence in Senior Systems (warning, Level I demerit, etc.). Appropriate cell phone use is permitted during lunch. For purposes of this cell phone policy, "appropriate use" means the use of a cell phone that conforms to the expectations and guidelines set forth in this Student Handbook.

Loss of cell phone privilege:

- If a student demonstrates repeated or chronic misuse of a cell phone or other electronic device, or if a student's misuse of a phone or electronic device is of an egregiously inappropriate nature as determined by an administrator, a student may lose his/her privilege of having a cell phone on campus. Elementary and middle school students may not bring their cell phones to school. We recognize that high school students who drive to and from school may need a phone in their car for safety purposes; however, a high school student who drives loses his/her phone privilege may not take his/her cell phone outside of his/her car during the school day.
- If a student who has lost his/her cell phone privilege brings a phone to school, there will be a one day out of school suspension (OSS) per occurrence.

Middle School Cell Phone / Electronic Device Policy:

Cell phones and other electronic devices (iPads, iPods, etc.) must be stored in the student's locker during the school day unless a teacher has specifically requested that students bring devices to the classroom. Cell phones (and other electronic devices that ring, vibrate or are seen in the classroom during the school day) may be collected by the teacher. The phone may be picked up by the student at the end of the day. The student will receive a Level 1 demerit and may be subject to a \$15 fine.

Loss of cell phone privilege:

If a student that has lost his/her cell phone privilege brings a phone to school there will be a one day out of school suspension (OSS) per occurrence.

K. Textbooks

Dallas Christian School furnishes textbooks for students in grades 6-12. Textbooks are very expensive and require special care. Books that are lost, torn, marked in, or otherwise abused must be paid for by students/parents according to the extent of the damage.

VI. MIDDLE SCHOOL REWARD DAY

Middle School students who have not received a Level II demerit and who have received no more than three (3) Level I demerits in a 9-week grading period will participate in a Behavior Reward Day. On Behavior Reward Day, students will enjoy an afternoon of off-campus fun. Students who do not qualify for Behavior Reward Day must participate in an on-campus detention/study time in lieu of the Behavior Reward Day activity. Students who miss this detention time will be required to make up that time hour-for-hour or may be assigned in-school suspension (ISS).

VII. CODE OF CONDUCT

A. Expectations

1. Statement of Principles

It is the intent of the Board of Trustees, administrators, and faculty to maintain an atmosphere where exemplary Christian behavior and quality academic studies are developed. Students at Dallas Christian School are encouraged and expected to exhibit those behaviors that contribute to the growth of such an atmosphere.

2. Morals Clause

Dallas Christian School professes and proclaims our Christian beliefs as taught in the Bible and as expressed through our Statement of Beliefs and as outlined in the Dallas Christian School Statement on Marriage and Human Sexuality (<http://dallaschristian.com/about/whatwebelieve.aspx>). Dallas Christian School reserves the right, within its sole discretion, to refuse admission of an applicant and/or to discontinue enrollment of a current student displaying the inability or resistance to support the qualities and characteristics required of a Biblically-based and Christ-like lifestyle. This includes participating in, promoting, supporting or condoning violation of these accepted values and moral beliefs in a way that interrupts the educational and spiritual process or negatively impacts the Dallas Christian reputation as determined at the sole discretion of the Dallas Christian administration. We realize that educational curriculum includes discussing and analyzing ideas and beliefs, which we encourage, as long as conducted in a suitable manner and context. Students are also encouraged to discuss all questions and concerns they have regarding their values and beliefs or any other facet of their lives with teachers and administrators at Dallas Christian in an appropriate setting.

3. Self-discipline Philosophy

Discipline is always more effective when it is internalized by the individual and exhibited by his or her personal conduct. Ultimately, each person must assume such responsibility if he/she is to mature into a useful and productive citizen. Every opportunity will be given for such development. Where discipline is required by faculty or school administrators, such shall be administered with the intent that maximum educational value be attained. Dallas Christian School seeks to maintain a strong academic environment, which requires that students who engage in activities that disrupt learning activities or violate school regulations be disciplined.

4. School Representation

A significant portion of the influence of Dallas Christian School depends on the conduct of the students. **Student conduct reflects on the school both on and off the campus. As a result, a student must be aware of his or her representation of Dallas Christian School as long as he or she is enrolled.**

Any time a student is representing Dallas Christian School in an activity, the student is asked to behave in a way that will bring honor and respect to the school. **DC students are always expected to set a Christian example in attitude and behavior. All students will be subject to school discipline for inappropriate off-campus behavior even if the conduct was not related in any way to a school activity.**

B. Discipline Plan

For learning outcomes to be impacted, it is imperative that the DC discipline plan be initiated in the classroom. Because

the teacher-student relationship is the key to our educational program, teachers must command respect from their students. Effective classroom management is vital to the academic success of DC.

Classroom rules include:

1. Follow all directions.
2. Be in seat, on time, with all supplies.
3. Keep hands, feet, books, and objects to yourself.
4. Receive permission before speaking.
5. Respect each other in speech and conduct.

A student will be sent immediately to the principal if that student:

1. Fights or threatens to fight;
2. Damages or destroys property;
3. Refuses to work; or
4. Engages in behavior that keeps students from learning.

A demerit system will be used to document student behavior. Published conduct grades will be determined by using this discipline plan. Reports generated from this system will be used by administration to manage school-wide discipline and as a reference tool when evaluating students who apply for scholarships, run for office, apply for National Junior Honor Society, National Honor Society, or participate in other extracurricular activities.

1. Level I Offenses

These acts of misconduct include those student behaviors that interfere with the orderly educational process. These include, but are not limited to, the following:

- a. Being tardy to class
- b. Running and/or making excessive noise in the halls, building, and/or classroom
- c. Not following classroom rules
- d. Eating or drinking in an undesignated area
- e. Improper use of cell phones, iPads and other electronic devices
- f. Not bringing required classroom materials and/or assigned work to class
- g. Violating the dress code
- h. Displaying excessive physical affection
- i. Not abiding by off-campus or field trip rules and regulations

2. Level I Disciplinary Options - (one or more may be used)

- a. Warning
- b. Demerit(s)
- c. Teacher/student conference
- d. In-class disciplinary action (i.e., verbal reprimand, isolation)
- e. Parent contact
- f. Parent conference
- g. Behavioral contracts
- h. Confiscation of a prohibited nuisance item
- i. Withdrawal of various student privileges
- j. Environmental change
- k. Teacher or principal detention
- l. Assigned school service work
- m. Loss of on-campus driving privileges

3. Level II Offenses

Level II acts of misconduct include those student discipline infractions that are somewhat more serious than those in Level I in their interference with the orderly educational process in the school. These include, but are not limited to, the following:

- a. Any repeated or chronic (5 or more) Level I offenses cited
- b. Posting or distributing unauthorized communicative materials on the school grounds
- c. Using profane, obscene, indecent, immoral, or offensive language and/or gestures to others
- d. Cheating and/or copying the work of another student. Refer to the section on Academic Integrity
- e. Exhibiting unacceptable physical contact that could result in injury
- f. Altering school records or documents or signing another person's name on school documents

- g. Defacing school property
 - h. Gambling on school property, which is defined as participating in games of chance for money and/or other things of value
 - i. Interfering with the school authorities and programs through boycotts, sit-ins, or trespassing
 - j. Fighting -- which is defined as physical conflict between two or more individuals, or violence including weapons
 - k. Stealing -- which is defined as the act of taking and carrying away the property of another without the consent of the owner
 - l. Persisting in serious acts of disobedience or disorderly behavior that may prove detrimental to the school, harmful to health and safety, and inhibiting to the rights of others
 - m. Possession, use, or sale of tobacco of any kind
 - n.
 - o. Engaging in sexual activities
 - p. Possession of any dangerous weapons, explosives, or ammunition on school premises or at any school-sponsored functions
 - q. Failure to report to a teacher or administrator the knowledge of an event, device, object, or substance that could cause bodily harm to a person or persons on school property
 - r. Possession, use, purchase, sale, or distribution of illegal drugs or alcohol
 - s. Hazing/verbal harassment
 - t. Sexual harassment
 - u. Racial or prejudicial remarks
 - v. Any act that causes a major disturbance to the school day or damages the school's reputation, on or off campus
 - w. Threatening behavior
 - x. Bullying
 - y. Truancy (out of class or off campus without permission - make-up work not allowed for unexcused absence)
 - z. Cyber-bullying, obscene, offensive, or defaming text messages, or entries on social networks
4. Level II Disciplinary Options - (one or more may be used)
- Interpreting terms, deciding whether conduct occurred and issuing discipline is at the discretion of the administration. Consequences include loss of exam exemption and may also include, but are not limited to, one or more of the following:*
- a. Principal's detention, which will be served as necessary for students with 5 or more Level I demerits
 - b. Saturday School or detention
 - c. Administrator/teacher/student/parent conferences
 - d. Grade penalty for copying and/or cheating
 - e. Exclusion from extracurricular activities
 - f. In-School Suspension
 - g. Out-of-School Suspension (will carry Grade Penalty)
 - h. Formal Written Probation
 - i. Expulsion
 - j. Financial restitution

Note that the violations and disciplinary options listed in this handbook are examples only. Dallas Christian School reserves the right to take whatever disciplinary action that it deems appropriate for any behavior that it believes is inappropriate even if doing so deviates from the conduct and the standard approaches listed in the handbook.

C. Disciplinary Conferences

All disciplinary conferences shall include an explanation to the student as to the nature of the disciplinary infraction, the reasons for the action to be taken, and listening to the student's side of the infraction. Parents/guardians will be notified regarding decisions concerning suspension or expulsion.

D. Detention

Detention will be held as needed. Each student should bring study materials and be prepared to study or perform manual labor during the entire time. Students in detention may be given a written assignment that will be due at the end of the detention period. Missing assigned detention, failure to complete assigned work, or repeated offenses will result in further

disciplinary action. Teachers may assign classroom detention, which is separate from principal's detention.

E. In-School Suspension

There may be situations that require a student to be isolated from regular class routines and activities. On the day ISS is assigned, the student will report directly to the office by 15 minutes before the 1st period begins. All books and assignments should be with the student. The student may be given a reading/writing assignment due at the end of the school day. Restroom breaks and a lunch break will be the only times the student in ISS will be permitted to leave the assigned area. The student will not have any contact with other students during the day. There may be a grade penalty involved with In-School Suspension.

F. Out-of-School Suspension

Suspension, either on a short-term or long-term basis, may be implemented for flagrant violation of school policies. Students will be ineligible for extracurricular activities during the period of suspension. Students will be responsible for all course assignments and work during a suspension that lasts for less than the remainder of the current semester. A 50% grade reduction will be applied to all assignments due during the first two days (3 days in middle school) of a suspension lasting 5 days or less. Grade penalties for suspensions greater than 5 days will be at the discretion of the administration. However, any assignment or work not completed will receive a grade of zero. The student may be given a reading/writing assignment due upon return to school.

G. Saturday School

Saturday School is a disciplinary school designed to reduce and/or eliminate certain inappropriate student behaviors at Dallas Christian School.

Guidelines:

1. Students and parents will be informed about the violation(s) and the date students will be required to attend Saturday School.
2. Illnesses that require a doctor's visit, mandatory pre-planned out of town family trips, or a death in the family are the only reasons a student may postpone Saturday School attendance. No student will be excused from Saturday School without submitting a written request from the parents to the administrator prior to the assignment day.
3. Saturday School will begin promptly at 8:00 a.m. and end at noon. Students will be required to wear school uniforms. Students will not be admitted after 8:00 a.m. Tardy students will have to attend the next scheduled session.
4. Students will be required to bring enough materials to study or read to keep them busy the entire morning.
5. Talking, sleeping, and drinking or eating food will be cause to dismiss the student from that session. The student will be required to attend the next scheduled Saturday School, or be placed in ISS.
6. The first time a student is absent, except for an approved reason, the consequences will be the same as in number 5 above.
7. The second time a student has an unexcused absence he/she will be suspended from school two days and receive "0" for all assignments due during those two days. Additionally, the student will be placed on probation at this time, and additional Saturday School truancy will be cause for dismissal from school.
8. Students that serve Saturday School detention by themselves will be charged \$40. This fee is due the week of the assigned date.

H. Discipline for Extracurricular Activities, Clubs and Organizations

Dallas Christian High School has adopted a policy that allows higher standards of discipline for students involved in extracurricular programs, clubs or other organizations.

With the approval of the president and principal, sponsors and coaches of extracurricular activities including athletics, may develop and enforce standards of behavior that are higher than the general high school discipline plan. If a violation of extracurricular policy is also a violation of the general high school discipline plan, separate consequences may occur for each area. A student may be removed from participation in extracurricular activities for a violation of that organization's policies or for a violation of the general high school discipline plan.

VIII. DRESS REGULATIONS AND GROOMING

A. Uniform Dress and Grooming Code

The very nature of Dallas Christian School demands that we be concerned about the image we project. All students should take modesty and good taste in dress into consideration. To uphold the Christian values we represent, dress at school must be modest at all times.

Clothing should be the prescribed Mills uniforms. Uniforms are to be worn during the official school day, Monday through Friday. Specific uniform dress may be required for field trips.

Shoe Requirements:

Students may wear any shoe of their choosing with the following exceptions:

- (1) All shoes must have closed toes and closed heels.
- (2) Boots, sandals, platforms, water shoes, house shoes or other extreme styles will not be permitted.

Sock Requirements:

Socks must consist entirely of the school uniform colors: white, black, royal blue, gray and/or khaki. Patterns such as checkerboard, animal print, or other busy/distracting patterns will not be permitted.

1. Young men

- a. Hair is to be maintained so that it is not extreme. Hair should be neat and well-groomed.
 - 1) No stripes, designs, or letters cut in hair.
 - 2) Hair is not to fall over the collar of the shirt or over the eyebrow.
 - 3) Hair color and any highlights must be of a natural hair color.
- b. Must be clean-shaven with sideburns worn no lower than the bottom of the ear lobe.
- c. Clothing should be the approved Mills uniforms.
 - 1) All shirts must be tucked into pants or shorts, not rolled (excluding the athletic dri-fit).
 - 2) Clothing should not show excessive wear.
 - 3) A belt must be worn with pants and shorts (black, brown, khaki).
 - 4) Dallas Christian has partnered with Mills and Land's End to provide approved outerwear options. **Approved outerwear includes the following:**
 - Mills fleece zip-up jacket (available in black only)
 - Land's End fleece vest, half-zip fleece jacket, or full-zip fleece jacket (available in black or blue)
 - Mills black v-neck pullover sweater
 - Land's End cardigan
 - Sweatshirt available for purchase through the Dallas Christian Athletic Association (only approved sweatshirt)
 - Official DC letter jacket
 - School issued team/cheer warm-up jacket
 - School issued grey hooded, zip-up sweatshirt*Hoods are not to be worn in the buildings.

Land's End link: [Land's End - Dallas Christian School](#)

Mill's link: [Mills - Dallas Christian School](#)

- d. No visible tattoos will be allowed.
- e. No earrings, clips, or studs, spacers, protectors, wire, or anything in a piercing on the face or ears may be worn to school or school-sponsored activities.
- f. All undershirts must be solid white, grey, navy, royal blue, or black.
- g. All pants must be worn at the natural waistline. No sagging is allowed.
- h. Hats, sunglasses, headgear, hoods, and bandanas are not allowed.
- i. Blankets will not be allowed inside the building.
- j. Jackets, sweatshirts, or other outer garments may not be worn tied around the waistline.

2. Young ladies

Clothing should be the prescribed Mills uniforms. Young ladies attending Dallas Christian School are asked to think seriously about their dress. Dress and grooming are forms of communication, and we convey non-verbally our values and personal taste through such means. There are two terms that express our philosophy for female students: modesty and good taste. Modesty requires all girls to be conscious of the following:

- a. Length of dress or skirt must be no shorter than 4 inches above the top of the floor in kneeling positions.
- b. Tightness of garment (often affects the appropriateness when sitting).
- c. All shirts and blouses are to be tucked into shorts, pants and skirts, except those designated and approved to be worn untucked.
- d. Clothing should not show excessive wear.
- e. A belt must be worn with pants and shorts (black, brown, khaki).
- f. Solid color tights or leggings in white, grey, royal blue, or black may be worn with skirts without lace or designs.
- g. Dallas Christian has partnered with Mills and Land's End to provide approved outerwear options. **Approved outerwear includes the following:**
 - Mills fleece zip-up jacket (available in black only)
 - Mills black v-neck pullover sweater
 - Land's End fleece vest, half-zip fleece jacket, or full-zip fleece jacket (available in black or blue)
 - Land's End cardigan
 - Sweatshirt available for purchase through the Dallas Christian Athletic Association (only approved sweatshirt)
 - Official DC letter jacket
 - School issued DC grey v-neck sweater (available for purchase in Admissions Office)
 - School issued team/cheer warm-up jacket
 - School issued hooded, zip-up sweatshirt (available in grey only)

*Hoods are not to be worn in the buildings.

Land's End link: [Land's End - Dallas Christian School](#)

Mill's link: [Mills - Dallas Christian School](#)

- h. Hair color and any highlights must be of a natural hair color.
 - i. Visible body piercing with the exception of ears is not allowed. Ear gauges are not allowed.
 - j. Blankets will not be allowed inside the building.
 - k. Jackets, sweatshirts, or other outer garments may not be worn tied around the waistline.
 - l. No visible tattoos will be allowed.
 - m. No hats, sunglasses, headgear, or hoods will be allowed.
3. All Students
Senior Dress Privilege - Seniors may wear their designated polo shirt any day with the standard uniform skirt/pants/shorts options.

All students must wear their uniforms every day. The wearing of DC t-shirts (i.e. basketball, club, drama, etc.) is reserved for special reward/spirit days only. Wearing these shirts on any day not designated to do so will result in a Level I demerit.

Sweatshirts - The only sweatshirts that are within dress code are sweatshirts purchased through the school office. DC team, club, or organization sweatshirts may not be worn except on special reward days. Wearing these sweatshirts on any day not designated will result in a Level I demerit.

B. Consequences for Dress Code Violation

Students violating dress code policies may be removed from class (with loss of credit during time missed) until the standards are met. Multiple infractions will result in progressively serious consequences (as necessary to gain attitudinal and behavioral compliance) at the discretion of the responsible administrator.

As with all discipline policies, these dress and grooming regulations cannot define the entire scope of these complicated issues. Administrative discretion will be used where policy statements are not definitive.

If a student is in doubt about wearing something that may not meet the dress code standards, he/she should not wear it. The administrators will be happy to discuss, in advance, what is acceptable attire for school and school-related activities.

C. Dress for Special Occasions

1. Banquet Attire

In choosing clothes for events such as banquets, parents and their daughters should focus attention on the weight and cling of fabrics and cut of the dress (front and back). Strapless dresses in high school are acceptable when deemed to be modest and in good taste by school personnel. No backless dresses. The back of the dress should be above the normal bra line. Slits can be no higher than 4" above the knee and short dresses should be no shorter than 4" above the knee. Junior and senior class female sponsors will check all dresses for dress code compliance and reserve the right to deny attendance if the dress is considered inappropriate. Students should adhere to the principles of modesty and good taste as defined earlier.

2. Field Trips

Teachers will specify field trip dress as appropriate for the occasion.

IX. CO-CURRICULAR OFFERINGS AND REGULATIONS

Student Organizations

The following are organizations that may be available to students at Dallas Christian School. The discipline record of the student is a determining factor for membership. National Honor Society, Student Council, Class or Homeroom Officers, Spanish, Thespian, Quill and Scroll, and others as interest and time permit are student organizations offered at DC.

All school-sponsored activities must be planned and cleared through the appropriate sponsor(s) and approved by the principal.

A. National Junior Honor Society

Based on the guidelines of the national constitution of the National Junior Honor Society, the Dallas Christian Middle School policies governing NJHS selection and membership are as follows:

Membership Eligibility

- a. Students in grades 7 and 8 will be eligible for the National Junior Honor Society. Candidates must have been in attendance at Dallas Christian at least one semester.
- b. Candidates must have a cumulative scholastic average of at least ninety-three (93) percent for semesters beginning with 6th grade for National Junior Honor Society. They will also be evaluated on the basis of character, service, and leadership as demonstrated in various school, community, and church activities. They will be required to document these activities.

Selection

- a. Students may not apply for membership. Membership is an honor bestowed upon a select group of students by the faculty.
- b. Students who question their non-selection do not have a legal right to a hearing. However, they will have the opportunity to present their concerns to the principal or the chapter adviser.

Membership

Active members must maintain the high standards by which they were selected.

Dismissal

Members may be dismissed if they fall below the Dallas Christian School NJHS standards of scholarship, character, service, conduct, and leadership. Any student who does not comply with the highest standards of academic integrity and behavior policies is subject to dismissal.

B. National Honor Society

Based on the guidelines of the national constitution of the National Honor Society, the Dallas Christian High School policies governing NHS selection and membership are as follows:

Membership Eligibility

- a. Students in grades 10, 11, and 12 will be eligible for the National Honor Society. Candidates must have been in attendance at Dallas Christian at least one term.
- b. Candidates must have a cumulative scholastic average of at least 92 for semesters in their core curriculum classes (Bible, English, math, history, science, and foreign language) beginning with 9th grade.
- c. Candidates will also be evaluated on the basis of conduct, character, service and leadership as demonstrated in various school, community and church activities. They will be required to document these activities. Members not meeting the D.C. 25-hour minimum yearly service hour requirement will be put on probation from the National Honor Society.

Selection

- a. Students may not apply until certified by the faculty council. Membership is an honor bestowed upon a select group of students by the faculty council (five members) on behalf of the school faculty.
- b. Students who question their non-selection do not have a legal right to a hearing. However, they will have the opportunity to present their complaints to the chapter adviser and/or high school principal.

Membership

Active members must maintain the high standards by which they were selected. Any discipline action that includes suspension will result in automatic removal from the National Honor Society.

Activities

The National Honor Society will participate in at least one major group service project annually. All members are to participate.

Dismissal

Members may be dismissed if they fall below the standards of the DCHS chapter. Members will be placed on probation for violations of academic integrity or for any conduct resulting in a Level II demerit. The Constitution of the DCHS chapter is kept by the National Honor Society sponsor. All rules and regulations of the DCHS chapter are available for review and inspection.

C. Non-Academic Offerings

1. General Policy on Holding Offices

- * A student may be president of only one organization.
- * A student council officer may not be a class officer.
- * A student may only be an officer in three (3) organizations.

2. Student Council

Representatives from each class, 7th through 12th grades, are chosen by the classes. Representatives must maintain an 85 academic average and a satisfactory discipline record of conduct.

The student body elects officers of the student council. In order to be qualified to hold an office in student council, a student must have and maintain an 85 average or above (with no semester grade below a 70), as well as a satisfactory record of conduct. An officer must be a senior or junior during his/her term of office and must receive permission to run for office from the principal. A student may not run for an office or be a representative if he/she has been suspended, placed on probation, or any major violation during the current school year.

3. Class Officers - Grades 9-12

Class officers must be elected from those students who meet the following requirements:

- Minimum grade point average of 85
- Satisfactory conduct average of 85 as determined by the discipline record
- Enrollment at DC for a minimum of one semester
- Approval of class sponsor and principal

4. Student Organizations and Performing Groups

Student organizations and performing groups, such as the band, choir, and athletic teams, may establish rules of conduct--and consequences for misbehavior--which are stricter than those for other students. If a violation is also a violation of school rules, the consequences specified by the school shall apply in addition to any consequences specified by the organization.

5. Athletic Offerings (Middle School) - Football, volleyball, basketball, track, tennis.

Athletic Offerings (High School) - Football, volleyball, cross country, basketball, tennis, track, golf, softball, baseball, soccer, and wrestling.

X. ATHLETIC PHILOSOPHY

Competitive athletics is to be an integral part of the programs of Dallas Christian School. In keeping with the school's focus on developing the whole person, athletic activity plays a role at Dallas Christian School second only to spiritual development and academic excellence. The following are guideposts by which Dallas Christian athletes will be directed:

A. Athletic programs will have strong spiritual emphasis.

Objectives:

- * To glorify God in all athletic activities
- * To mold character in each participant
- * To teach athletes to think clearly in a Christ-like manner in an emotional situation
- * To be a representative of Christ to teammates, school, and opponents

B. Athletic programs will be in harmony with the academic priorities and values of the school.

Objectives:

- * To challenge the athlete to do his/her best in all areas of life
- * To monitor the athlete's academic success
- * To encourage the athlete to achieve academic success
- * To develop an awareness of the importance that personal attitude plays in success

C. Athletic programs will endeavor to continue winning traditions but never sacrifice principle.

Objectives:

- * To teach the pursuit and practice of excellence through practice and competition
- * To teach the acceptance of the lessons learned in defeat
- * To develop a humble attitude in victory
- * To teach winning through the pursuit and practice of excellence

D. Athletic programs will be an important part of student life.

Objectives:

- * To help develop school spirit
- * To develop judgment and wisdom
- * To teach the importance of teamwork
- * To teach the acceptance of "official" decisions
- * To provide entertainment and a common ground of interest as a cohesive force among students, parents, and fans

E. Athletic programs are to be staffed by qualified Christian coaches dedicated to teaching excellence through personal examples and instruction.

Objectives:

- * To teach self-discipline and humility
- * To teach personal dedication
- * To develop an allegiance to a framework of rules
- * To develop appreciation for practice
- * To teach success through commitment
- * To teach motor skills, strength, body control, and agility
- * To teach the fundamentals of each sport

F. Spectator Code of Behavior

As spectators, students, parents, teachers, administrators, and trustees set the tone for what visitors from opposing schools will think of our "Christ-like" behavior. Booing, criticizing players, officials, etc., is not in keeping with Christian principles and good sportsmanship.

XI. ATHLETE'S CODE OF CONDUCT

Dallas Christian athletes must keep in mind at all times that they are representing God, their team, their school, their family and themselves.

- A. Athletes should be models of good behavior, always showing good sportsmanship and fair play.
- B. The athlete is to refrain from the use of profanity or abusive slang at all times.
- C. Verbal or physical abuse of others will not be tolerated on or off the field (or court) of play.
- D. The officials are in charge of the contest and must be respected for their positions at all times. Officials will be right the majority of the time. Treat the official as you would want to be treated when you make a mistake.
- E. An athlete should always be appropriately dressed. Clothes and uniforms must be neat and clean at all times. Practice attire consists of the school prescribed uniform. Any exceptions will be handled by the coach and approved through the President's office.
- F. No tobacco, alcohol or drugs are to be used by any athlete at any time.
- G. The athlete is expected to take care of equipment, facilities and uniforms. Abuse of any of these will not be tolerated.
- H. Dallas Christian was first built as a Christian academic institution. Athletics were added to develop the whole person. In order to participate, the athlete must realize that academics are very important and must work to maintain a higher standard for his/her education.
- I. The athlete will follow all guidelines of the student handbook.
- J. In order for an athlete to quit a sport, he/she must meet with the coach and athletic director to review the reasons for quitting. An athlete who quits a sport during the season will not be allowed to start a new sport (practice or play games) until the season ends for the sport that he quits.
- K. Any athlete serving out of school suspension will be ineligible for a minimum of one extracurricular activity during the week of suspension.
- L. Off-season is mandatory for all Dallas Christian athletes. No individual off-seasons will be permitted. Coaches will take roll and keep records of athletes' participation in the strength and conditioning program. Habitual non-compliance will result in the athlete being declared ineligible for competition in all sports.
- M. All athletes must travel to and from all athletic contests in transportation provided by the school unless previous arrangements are made by parent/guardian.

XII. COMPUTER NETWORK USAGE

Students are expected to do the following when using any computer on campus:

- A. Take care of all technology equipment. Do not remove the covers from keys or the inserts in mice. Do not damage the equipment in any way or weaken its utility.
- B. Use only software legally available through the network. Students should never delete files from the hard disk, enter or change another person's password, copy others' work, store private software, games, or pirated software on the network, or bring games to play on the system without specific permission of a teacher for educational reasons. Students should use only the programs a teacher or the network administrator places on their menu.

XIII. INTERNET USAGE

Internet access is being made available to students and faculty at Dallas Christian. Our goal in providing this service is to promote educational excellence in school by facilitating resource sharing, innovation, and communication.

With access to computers and people all over the world, also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Dallas Christian has taken precautions to restrict access to controversial materials. However, on a global network, it is impossible to control all materials.

Proper conduct must adhere to strict guidelines outlined below. The use of the Internet is a privilege, not a right. Inappropriate use will result in a cancellation of those privileges. The system administrators will deem what is inappropriate use.

Proper Internet Etiquette - Students are expected to abide by, but not limited to the following:

1. Use appropriate language while using electronic mail (e-mail). Do not swear, use vulgarities, or any other inappropriate language. Illegal activities are strictly forbidden.
2. Do not reveal your personal address or phone numbers of students or colleagues.
3. Electronic mail (e-mail) is not guaranteed to be private. Messages relating to or in support of illegal activities will be reported to authorities.
4. Users must avoid spreading computer viruses. Deliberate attempts to degrade or disrupt system performance will be viewed as criminal activity under applicable state and federal law. This will be a Level II offense.
5. Users may not download, store, create, or print files or messages that are profane, obscene, or that use language that offends or tends to degrade others.

Parent-Student iPad Guidelines Terms of the ChargerTech iPad

Terms:

Parents and students must comply at all times with the Dallas Christian School Parent-Student iPad Guidelines, the Dallas Christian School Parent-Student Handbook and Code of Conduct, and the Student Guidelines for Acceptable Use of Technology Resources. Any failure to comply may cause the school to terminate the student's rights of possession immediately, and Dallas Christian School may repossess the iPad. The Terms of the ChargerTech iPad remain in effect for the duration of the student's enrollment at Dallas Christian School. These Terms of the ChargerTech iPad may be amended from time to time as necessary.

Loss or Damage:

If the iPad is damaged, lost, or stolen, you are responsible for the reasonable cost of repair or replacement costs on the date of loss. Loss by theft of the property must be reported to Dallas Christian School by the next school day after the occurrence, and a copy of the police report must be provided to the school. High school seniors must clear all records and pay all fees before participating in graduation ceremonies.

Students/Parents are responsible for reasonable cost of repair for damaged iPads. Repairs will be made by Apple certified repair centers and costs will be determined by the service center to cover both the necessary parts and labor.

Although it is not mandatory, it is strongly recommended that iPads be protected in a high-quality case that protects the device from the inevitable drops that occur. Cases are available for purchase from the school for a reasonable cost that provide a high degree of protection for the device.

Additionally, insurance coverage is available for purchase that will cover the cost of repair in the event of accidental damage or theft. Approximately 15-20% of iPads are damaged each year – most often in the form of a broken screen (which costs \$120 to repair.) A \$34 insurance premium (with \$0 deductible, unlimited incidents) will protect you from these unexpected expenses.

Term of Agreement:

Your right to use and possess the iPad terminates no later than the last day of the school year, unless terminated earlier by Dallas Christian School, or upon withdrawal of the student from the school.

Appropriation:

Your failure to return the iPad in a timely manner will be considered unlawful appropriation of Dallas Christian School property.

Graduating seniors will be given the opportunity to purchase their iPad at the end of the school year for a reasonable price once cleared in the business office.

Internet Safety:

There are many sites on the Internet that can be potentially dangerous. Dallas Christian School makes every effort to block these sites while the students are using the school's internet connection by using our web-content blocking software.

Be advised, there is no protection offered when the device is not connected to the Dallas Christian School network. Measures should be taken to ensure protection from inappropriate content when accessing the Internet from locations other than the Dallas Christian School network

Students are in violation of school policy if they access these sites through proxies or attempt to deactivate or bypass the security software.

General iPad Rules

Inappropriate Content

- Inappropriate content will not be allowed on iPads.
- Presence of weapons, pornographic materials, inappropriate language, alcohol, drug, and/or gang related symbols or pictures are examples of “inappropriate content” and will result in disciplinary actions.
- A \$25 re-imaging charge to remove the above items from a Dallas Christian School iPad may apply.

Sound

- Sound is to be muted at all times unless permission is given from the teacher for instructional purposes.

Deleting Files

- Students should not delete any apps that they did not create or that they do not recognize. Deletion of certain apps or files will result in an iPad failure and will interfere with the students’ ability to complete class work.
- A \$25 re-imaging charge to correct apps or system files may apply.

Music, Games or Programs

- Music and games may not be downloaded or streamed over the Internet. This may be a violation of copyright laws. Music may be obtained from reputable and legitimate sources such as the iTunes Store. However, this material will not be synchronized to the network.
- A \$25 re-imaging charge to remove any unapproved software or apps may apply.

No Loaning or Borrowing iPads

- Do NOT loan iPads or other equipment to other students.
- Do NOT borrow an iPad from another student.
- Do NOT share passwords or usernames with others.

Unauthorized Access

- Access to another person’s account or iPad without consent or knowledge is considered hacking and is unacceptable.
- Those in violation are subject to disciplinary action including but not limited to suspension or expulsion from Dallas Christian School.

Student Guidelines for Acceptable Use of Technology Resources

These guidelines are provided so that students and parents are aware of the responsibilities they accept when they use School-owned iPad, Apps, application software, stored text, data files, electronic mail, local databases, CD ROMS, digitized information, communications technologies and Internet access. In general, this requires efficient, ethical and legal utilization of all technology resources.

1. Expectations

- a. Student use of iPads, other technology hardware, software and wireless networks including the Internet is only allowed when granted permission by a staff member.
- b. All users are expected to follow existing copyright laws. Copyright guidelines are posted and/or available in the library of each campus.
- c. Although the School has an Internet safety plan in place, students are expected to notify a staff member whenever they come across information or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable.
- d. Students who identify or know about a security problem are expected to convey the details to their teacher without discussing it with other students.

2. Unacceptable conduct includes, but is not limited to the following:

- a. Using the network for illegal activities, including copyright, license or contract violations, downloading inappropriate materials, viruses, and/or software such as, but not limited to, hacking and host file sharing violations.
- b. Using the network for financial or commercial gain, advertising, or political lobbying.
- c. Accessing or exploring online locations or materials that do not support the curriculum and/or are not appropriate for school assignments such as, but not limited to, pornographic sites.
- d. Vandalizing and/or tampering with equipment, programs, files software, system performance or other components of the network. Use or possession of hacking software is strictly prohibited by the Dallas Christian School Parent-Student Technology Guidelines.
- e. Causing congestions on the network or interfering with the work of others (e.g. chain letters or broadcast messages to lists or individuals.)
- f. Intentionally wasting of finite resources, i.e., online time, real-time music.
- g. Gaining unauthorized access anywhere on the network.
- h. Revealing the home address or phone number of one's self or another person while online.
- i. Invading the privacy of other individuals.
- j. Using another user's account, password, or ID card or allowing another user access to your account, password, or ID.
- k. Coaching, helping, observing or joining any unauthorized activity on the network.
- l. Forwarding/distributing e-mail messages without permission from the author.
- m. Posting anonymous messages or unlawful information on the system.
- n. Engaging in sexual harassment or using objectionable language in public or private messages, e.g., racist, terroristic, abusive, sexually explicit, threatening, stalking, bullying, demeaning or slanderous.
- o. Falsifying permission, authorization or identification documents.
- p. Obtaining copies of, or modifying files, data or passwords belonging to other users on the network.
- q. Knowingly placing a virus on an iPad or network.

3. Acceptable Use Guidelines – Dallas Christian School Online Services

- a. General Guidelines
 - i. Students will have access to school approved forms of electronic media and communication which is in support of education and research; and in support of the educational goals and objectives of Dallas Christian School.
 - ii. Students are responsible for their ethical and educational use of the iPad and other online services at Dallas Christian School.
 - iii. All policies and restrictions of the Services must be followed.
 - iv. Access to online services is a privilege and not a right. Each employee, student and/or parent will be required to sign the Acceptable Use Policy Agreement Sheet and adhere to the Acceptable Use Guidelines in order to be granted access to the network and online services.
 - v. The use of any online services at Dallas Christian School must be in support of education and research and in support of the educational goals and objectives of Dallas Christian School.
 - vi. When placing, removing, or restricting access to specific databases or online services, school officials shall apply the same criteria of educational suitability used for other education resources.

- vii. Transmission of any material which is in violation of any federal or state law is prohibited. This includes, but is not limited to, confidential information, copyrighted material, threatening or obscene material, and computer viruses.
 - viii. Any attempt to alter data, the configuration of an iPad, or the files of another user without the consent of the individual, campus administrator, or technology staff member will be considered an act of vandalism and subject to disciplinary action in accordance with the Dallas Christian School Student Code of Conduct.
 - ix. Any parent wishing to restrict their children's access to any DC Online Services will provide this restriction request in writing. Parents will assume responsibility for imposing restrictions only on their own children.
- b. Network Etiquette
- i. Be polite.
 - ii. Use appropriate language
 - iii. Do not reveal personal data, e.g., home address or phone number for self or other people.
 - iv. Be tolerant. Remember that the other users of the online services and networks may be individuals whose culture, language, and humor have different points of reference from your own.
- c. E-Mail
- i. E-Mail should be used for educational or administrative purposes only.
 - ii. E-Mail transmissions, stored data, transmitted data, or any other use of the online services by students, employees or other users shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use.
 - iii. All e-mail and all contents are property of the School.

4. Consequences

- a. Dallas Christian School Parent-Student Technology Guidelines
- b. The student in whose name a system account and/or iPad hardware is issued will be responsible at all times for its appropriate care and use.
- c. Non-compliance with the guidelines published here, in the Student Code of Conduct, may result in suspension or termination of technology privileges and disciplinary actions. Use or possession of hacking software is strictly prohibited and violations may result in loss of technology privileges and disciplinary action. Violation of state or federal law including the Texas Penal Code, Computer Crimes, and Chapter 33 will result in criminal prosecution or disciplinary action by the School.
- d. Electronic mail, network usage, and all stored files shall not be considered confidential and may be monitored at any time by designated school staff to ensure appropriate use.
- e. The School cooperates fully with local, state or federal officials in any investigation concerning or relating to violations of computer crime laws. Contents of email and network communications are governed by the Texas Open Records Act; proper authorities will be given access to their content.

PARENT AGREEMENT

I acknowledge that Dallas Christian School shall have complete discretion in all educational matters including, but not limited to, curriculum offerings, class and teacher assignments, and the assessment of student and teacher performance.

I acknowledge that Dallas Christian School shall have the right to decline enrollment or re-enrollment of any student or to suspend or dismiss any student at its discretion and for any cause deemed sufficient by the school.

A positive and constructive working relationship between the school and a student's parents/guardian is essential to the fulfillment of the school's educational purpose. Thus, the school reserves the right to dismiss a student or not to extend the privilege of re-enrollment to a student if the school reasonably concludes that the actions of a parent(s)/guardian make such a positive and constructive relationship impossible or otherwise seriously interfere with the school's accomplishment of its educational purpose.

I hereby agree to abide by the rules and regulations of Dallas Christian School, and I understand that serious or repeated breaches of the school's rules and regulations by my child or me may, at the sole discretion of the school, result in the suspension or dismissal of my child.

The school may from time to time require the written acknowledgement of school rules, values and regulations by the family and student. I acknowledge that failure to sign such an acknowledgement would be considered a breach of this contract and may result in dismissal of my child from the school.

Dallas Christian Chargers

School Colors: Royal Blue and White

Alma Mater

*Hail to thee our Christian High School
Thanks and praise this day we give
We extol thee laud and glory
By thy standards may we live
Ever firm is thy foundation
Ever straight thy pathways be
Keeping us from worldly evil
Alma Mater hail to thee*

Accredited by Southern Association of Colleges and Schools,
AdvancED
and the
National Christian School Association