



# Elfers Christian School Student Handbook

**K5 - High School**

**A ministry of First Baptist Church of Elfers**

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## **Philosophy**

God has given the responsibility of children's education to you, the parent. We at ECS seek to assist you by providing a quality education - both academically and spiritually.

The educational process will take place in a disciplined and orderly environment. All aspects of the school must be taken seriously. Children will see that rules are not arbitrary, but are set up for the mutual benefit of all. Students must have respect for each other and for all God-given authority (parents, teachers, school administrators, etc.). The goal of all externally imposed discipline is the inspiring of self-discipline.

### **Statement of Basic Beliefs** (*See appendix at end of handbook for a detailed statement of faith.*)

The Bible was written by men directly inspired by the Holy Spirit and is the record of God's revelation of Himself to man. It is without error and is the supreme standard by which all-human conduct and creeds should be evaluated.

There is one living and true God existing in three persons: God, the Father; God, the Son; and God, the Holy Spirit. God is eternal, perfect, holy, sovereign, loving and the Savior of all who accept His plan of salvation.

Man is the crowning act of God's creation. Though originally created free from sin, man fell from his first estate because of sin. Man became totally depraved and the total depravity was passed upon all men (Romans 3:10:23).

Jesus Christ is fully God who took on flesh, was sinless, and gave Himself as a substitution payment for our sins by shedding His blood and dying on the cross. He then returned from the dead, ascended to the right hand of the Father, and will return in power and glory.

Salvation is freely offered to all who truly repent of their sin and accept the finished work of Jesus Christ on the cross of Calvary, thus making Him their Lord and Savior (John 1:12, 3:16, Romans 10:9). Salvation is by faith, not works. The moment a person receives Christ as his Savior, the Holy Spirit indwells him and he is sealed until the day of redemption.

There are two church ordinances mandated by Christ: 1) Baptism by immersion is symbolic of the believer's faith in a crucified, buried and risen Savior. 2) The Lord's Supper is a symbolic act of obedience whereby Christians, through partaking of the bread and the fruit of the vine, memorialize the death of the Redeemer and anticipate His Second Coming. These are acts of obedience for Christians and do not obtain salvation.

**Religious Liberty** – God alone is the Lord and authority regarding what is right and wrong. Church and state should be separate. It is the duty of Christians to give faithful obedience in all things that are not against the known will of God. The state has no right to require punishment for religious beliefs of any kind. The state has no right to require taxes for the support of any form of religion. A free church in a free state is the Christian ideal.

*Genesis 1:27; 2:7; Matthew 6:6-7, 24; 16:26; 22:21; John 8:36; Acts 4:19-20; Romans 6:1-2; 13:1-7; Galatians 5:1, 13; Philipians 3:20; 1 Timothy 2:1-2; James 4:12; 1 Peter 2:12-17; 3:11-17; 4:12-19.*

**The Family** – God has planned the family as the first institution of the world. It is made up of persons joined to one another by marriage, blood, or adoption. Marriage is the joining of one man and one woman with the promise of being faithful to one another for a lifetime. Marriage shows the union between Christ and His church. Any form of sexual union that differs from this biblical model is immorality. This includes adultery, fornication, homosexuality, bisexual conduct, bestiality, incest, pornography, or any attempt to change one's

gender or disagreement with one's biological gender, and is sinful, based on the precepts and principles of scripture.

Children, from the moment of creation, are a blessing and inheritance from the Lord. Parents are to teach their children spiritual and right values. Parents are to guide their children to make choices based on truths in the Bible. Parents are to guide their children by living a life faithful to God and by providing loving discipline. Children are to respect and obey their parents.

*Genesis 1:26-28; 2:15-25; 3:1-20; Exodus 20:12; Deuteronomy 6:4-9; Joshua 24:15; 1 Samuel 1:26-28; Psalms 51:5; 78:1-8; 127; 128; 139:13-16; Proverbs 1:8; 5:15-20; 6:20-22; 12:4; 13:24; 14:1; 17:6; 18:22; 22:6, 15; 23:13-14; 24:3; 29:15, 17; 31:10-31; Ecclesiastes 4:9-12; 9:9; Malachi 2:14-16; Matthew 5:31-32; 18:2-5; 19:3-9; Mark 10:6-12; Romans 1:18-32; 1 Corinthians 7:1-16; Ephesians 5:21-33; 6:1-4; Colossians 3:18-21; 1 Timothy 5:8,14; 2 Timothy 1:3-5; Titus 2:3-5; Hebrews 13:4; 1 Peter 3: 1-7.*

### **Statement of Non-Discrimination**

Subject to the dictates found in the Word of God, we are committed to equal opportunity for all qualified persons, without regard to race, color, citizenship, national origin, gender, disability, or age. This applies to both admissions to, and employment by Elfers Christian School. However, Elfers Christian School is a Christian organization that theologically and doctrinally aligns with the Southern Baptist denomination. Elfers Christian School reserves the right to make numerous decisions (e.g., decisions regarding admission, employment, retention, etc.) based on such doctrinal and theological beliefs. Elfers Christian School will always seek to uphold the teachings of the Bible (as interpreted by First Baptist Church of Elfers, D.B.A. Elfers Christian School).

### **School Hours**

**Elementary school** hours (K-5<sup>th</sup>) are 8:15 a.m. to 3:00 p.m. Students may arrive at school no earlier than 8:00 a.m. and must be dropped off in the Fellowship Hall. **Fifth graders** must be dropped off at the Family Life Center. Students are not allowed to go to their classrooms until 8:10 a.m. unless instructed by a staff member. Students will be considered tardy if they are not in class by 8:15 a.m. Students must be picked up no later than 3:30 p.m. K-4<sup>th</sup> grade must be signed out in the Fellowship Hall. **Fifth graders** will be picked up at the Family Life Center. Any students not picked up by 3:30 p.m. WILL BE ASSIGNED TO After School Day Care and will be charged accordingly. Parents are not to drop off children before 7:50 a.m. ECS is not responsible for supervision of your child prior to 7:50 a.m.

\*\* K-4<sup>th</sup> grade parents - For the safety of all children, please park across the street from the Fellowship Hall and walk your student to and from the building, or use the Car Loop located in the east parking lot next to the elementary building.

**5<sup>th</sup> through 12<sup>th</sup> grade** hours are 8:15 a.m. to 3:00 p.m. Students may arrive at school no earlier than 7:50 a.m. and must be dropped off at the Family Life Center. First warning bell rings at 8:10a.m. Second bell rings to start school at 8:15 a.m. Students must be in class by 8:15 a.m. or they will be considered tardy. Students are not allowed to go to their classrooms until 8:10 a.m. unless instructed by a staff member. Students must be picked up no later than 3:30 p.m. Any student 12 yrs. old or under not picked up by 3:30 p.m. WILL BE ASSIGNED TO After School Day Care and will be charged accordingly.

### **Before and After School Program**

An extended before and after school program is only available for K through 6<sup>th</sup> grade students 12 yrs. old and under. Registration and fee information is available in the daycare office. The daycare program is open from

6:30 a.m. until 6:00 p.m. Please call their office at 848-1310 for additional information. You may also visit their website at [www.ecspreschool.com](http://www.ecspreschool.com).

**ATTENTION: THERE IS NO MONTHLY BEFORE AND AFTER SCHOOL PROGRAM FOR 7<sup>th</sup> THROUGH 12<sup>th</sup> GRADE STUDENTS.** BY POLICY, 7<sup>TH</sup>/8<sup>TH</sup> GRADE STUDENTS MAY NOT BE ON CAMPUS AFTER 3:30 p.m. OR BE UNSUPERVISED BY AN ADULT. TUTORING, SPORTS PARTICIPATION OR DETENTION ARE APPROVED ACTIVITIES WITH ADULT SUPERVISION. UNSUPERVISED STUDENTS WILL HAVE THEIR PARENTS OR EMERGENCY CONTACTS CALLED TO IMMEDIATELY COME TO SCHOOL TO PICK THEM UP. CONTINUED AND REPEATED VIOLATIONS OF THIS CAMPUS SAFETY POLICY WILL BE CAUSE FOR DISMISSAL.

### **Health Certificates**

All students are required to present a school entry health examination certificate. For children entering kindergarten or a Florida school for the first time at any grade level, the physical exam must be dated within 12 months of enrollment. All students are required to have a current Florida Certification of Immunization form (DH 680) in their file to start school.

Students entering the 7<sup>th</sup> grade must have a Certification of Immunization showing 7<sup>th</sup> grade requirements and an annual Sports Physical if they plan to participate in sports.

### **Open House and Parent/Teacher Conferences**

Orientation for Kindergarten and new families to ECS will be held in the church sanctuary the week prior to the start of school. A letter will be sent to each family informing you of the date and time. You may also refer to the ECS website. This is a night to meet the staff and review school policies and procedures. Open House will be scheduled during the month of August. The main purpose of Open House is to give each parent the opportunity to again meet their child's teacher, visit the classroom, and ask questions concerning policy, procedures, rules, educational philosophy, teaching materials and methods etc. This is NOT the time to discuss the academic progress of each individual student. Each parent is encouraged to meet in private with the teacher to discuss the progress of the student at pre-scheduled meetings.

### **School Office**

Location: Downstairs in the elementary building (NW corner of Fellowship Hall)

Hours: 7:50 a.m. until 4:00 p.m.

### **Visits**

Parents are always welcome at the school. Please come by the school office first. Do not go directly to the classroom during school hours. All visitors must sign in and out AND pick up a visitor's pass. This includes Middle/High School parents visiting the Family Life Center. If you wish to talk to your child's teacher, please make prior arrangements.

### **Chapel**

Chapel is an important part of our philosophy on Christian education. We use chapel services to promote spiritual growth in our students. It is a unique time to present various programs as well as teaching the gospel, spiritual truths and values. Parents are invited to attend chapel as often as they wish. Chapel is held every Wednesday; 8:30 am - 9:15 am (approx.) for grades K5 through 6<sup>th</sup> and from 9:45 am - 10:40 am for MS/HS grades 7 – 12. The 2nd Wednesday of each month is normally an "Awards Chapel" for grades K-6<sup>th</sup> only.

(check with teacher & calendar) Students will be presented with Good Conduct Awards as well as Honor Roll and Principals List. Please check the school website for 7<sup>th</sup>-12<sup>th</sup> grade quarterly Awards Chapel dates.

## **Finances**

**TUITION:** The annual tuition charge may be paid in advance by August 1. There is no discount for early payments, nor additional fees for installments. Parents may choose to pay using a 12 month plan; the first payment begins June 1<sup>st</sup>, with the final payment due May 1<sup>st</sup>. A 10 month plan is available, the first payment begins Aug. 1<sup>st</sup> with the final 10<sup>th</sup> payment due May 1<sup>st</sup>. Quarterly or Semester plans are also available by approval with the Registrar.

**LATE FEE:** \$40.00 per month for tuition received after the 10<sup>th</sup> of the month, on any unpaid school fee on the account after 10 days or any outstanding balance in arrears. NSF checks incur a \$25 fee and additional late fees can be applied when the NSF check causes tuition to be late or in arrears.

It is the goal of Elfers Christian School to provide the highest education possible in a Christian environment. To do this we have sought the best and most qualified teachers along with the needed resources required to achieve this goal. Therefore, parents who are not in keeping with their Financial Agreement with the school and whose account balance is excessively in arrears (45 days late) may be suspended from attending classes. Accounts more than 30 days in arrears may have their grade access restricted and not receive their report card or school file information until the account balance is current or an approved payment schedule is approved.

**REFERRAL DISCOUNTS:** 10% of a student's year tuition will be awarded to you for every new family recruited and recommended to ECS, once they have completed one semester. They must list you as the primary source of recommendation or recruitment on their application at the time of enrollment. You must also notify the school office before their enrollment. The intent is to reward active, intentional parental recruitment, not simply sharing that your child attends ECS or pointing them to our website. We do encourage – and are very appreciative – of all our parents who verbally and publically support ECS while out in the community. Our parent testimonies and “word-of-mouth” recommendations around town are a most valuable asset. Hopefully you have heard similar good reports and will openly share yours with others while attending events like little league, soccer, gymnastics, youth groups or church activities.

**SCHOLARSHIP:** Elfers Christian School accepts either the Step Up For Students or AAA Scholarship. These are corporate funded, income-based scholarships. These programs provide K-12 education scholarships for qualifying students, each with their own varied financial criteria for eligibility. Visit their websites at [www.StepUpForStudents.org](http://www.StepUpForStudents.org) or [www.AAAScholarships.org](http://www.AAAScholarships.org) for more information and application information.

## **Gifts**

We would appreciate your prayers regarding the school. Any gift you would like to give over and above your child's tuition is tax deductible and appreciated.

## **Supplies**

At the beginning of every school year please check the ECS website for supplies your child will need. Your child's teacher may periodically send home a letter notifying you of additional supplies needed for the classroom.

## Absences

When a child misses school, he/she misses part of the teaching process, which is built upon daily. For this reason, we discourage unnecessary absences. Florida law (Section 1003.26, Florida Statutes) specifies that the parent of a student must justify each absence and that the school must track excused and unexcused absences. Therefore, in the event of an absence, a written excuse signed by the parent must be presented to the school office when the student returns to school. After three days, a doctor's note will be required. Any work missed during the time of the absence will be required to be made up within 48 hours of the student returning to school provided the absence is excused. Remember, if your child misses more than 18 days during the school year, his/her promotion may be in jeopardy.

It is the responsibility of the student and parent to find out what class work has been missed during periods of absence and to make up the work.

\* Students arriving after 11:00 a.m. or leaving before 11:30 a.m. will record a half day absence.

\*\* Step Up For Students & AAA Scholarship recipients: Missing more than 18 days of school (excused or unexcused) may result in an immediate loss of scholarship – as determined by SUFS/AAA. Tuition payment will then become the responsibility of the parent.

### Excused absences:

A written note explaining the reason for the absence and the date(s) of the absence is required in order to be considered excused. Excused absences include:

\* Illness of the student

\* Bereavements

\* Verifiable medical, dental or optical appointments

\* Accident resulting in injury to the student

\* Pre-approved personal reasons. All pre-planned or extended absences must be approved by your child's teacher and the Principal must be notified in writing one week prior to the absence. All schoolwork/tests/quizzes must be made up in a timely manner to be determined by the student's teacher(s).

\* For excused absences, students will be given 2 days for each day absent to turn in work or makeup assignments/exams/tests/quizzes for credit. (Students may appeal directly to the teacher for additional time under extenuating circumstances, subject to administrative approval.)

### Unexcused Absences:

\* Suspensions

\* All absences not verified by the school (written note not received)

\* Individual situations will be decided at the discretion of the administration.

\* Class work, assignments, HW and content must all be made up. Tests & quizzes may be appealed and make-ups requested – however when unexcused, only after written approval is issued from administration.

\*\* Unexcused absences lose the privilege or right to make up missed work, quizzes, or tests for credit.

## Tardiness

It is extremely important that parents instill the value of being punctual to their children. It is disruptive to the teacher and class when students arrive late. The teacher will keep a record of tardiness on each student. Excessive tardiness may place a student's promotion in jeopardy or lead to other disciplinary actions. Such cases are dealt with on an individual basis by administration. We urge the parent to cooperate in this vital area by having the student arrive to school on time.

Elementary students - School begins at 8:15 a.m. (K5 – 4<sup>th</sup> convene in cafeteria to dismiss upstairs)

Middle/High School - Homeroom begins promptly at 8:15 a.m. (5<sup>th</sup> – 12<sup>th</sup> Tardy Bell in the FLC Bldg.)

A student must be in the room when the bell rings to be considered “on time”. Each teacher may clearly define their own classroom rule for tardies. Students may be considered tardy if they are not in their seat at the bell or start time. If your child is late, he/she must go to the office and get a tardy slip, which they will need to present to their teacher to enter class. A parent must accompany the student to the office to obtain a tardy slip before going to class.

An excused tardy exists when reasons acceptable to the administrative staff are given.

Examples of an excused tardy:

- \* An illness of the student or a medical/dental appointment.
- \* An accident resulting in injury to the student.
- \* Severe weather conditions.
- \* A major personal or family problem.
- \* Fire, flood, or other major damage to the home.
- \* An accident on the way to school.
- \* Please be aware that all “reasons” for lateness are not automatically “excused” for the record.

## Student Conduct

Since nothing productive can take place in a disorderly atmosphere, it is necessary that a cooperative spirit and obedient, non-disruptive behavior be in evidence on the part of all students. All who attend and work at Elfers Christian School are expected to act in a manner that reflects a Christian attitude and belief while on school grounds, in classrooms, in chapel, and at any school sponsored activities. Staff members will work with students to teach and develop Christian character. If and when misconduct occurs, the student will be corrected and disciplined accordingly. The correction of the problem may vary and will depend on the nature of the particular offense. Disciplinary action may be taken regardless of where the event occurs; this includes blogs, websites, social networking sites, etc. Standards of conduct and character extend to all school activities and events.

### Minor Offenses: (May result in demerit)

ECS Administration reserves the right to determine the discipline for the following actions based on the offense:

- Disrespect to Administration, staff or fellow students
- Excessive talking in class or chapel

### Major Offenses: (May result in referral)

The following actions will result in serious consequences as determined by Administration, which may result in a suspension or expulsion if necessary:

- Cheating
- Stealing
- Use of or possession of drugs, alcohol or tobacco either on or off campus
- Lying
- Willful disobedience in open defiance of authority
- Profanity or obscene language – spoken, written or gestures
- Repeated occurrences of misconduct
- Insufficient academic progress
- A continued negative attitude and bad influence upon the other students
- Vandalism
- Fighting/Inflicting bodily harm to other students
- Skipping class or leaving school property without permission
- Sexual teasing or harassment

- Excessive tardiness to class
- Inappropriate behavior in class, between classes, restrooms, or chapel
- Horseplay – Play fighting, pushing, or any act that may cause injury to a student
  
- Discriminatory comments that are inconsistent with the dictates found in the Word of God and our “Statement of Beliefs”
- Bullying or threatening another student
- Racism
- Any unlawful acts
- Immoral behavior – improper behavior, talk, or gestures. Sexual impurity or promiscuity will not be permitted on or off campus.
- Physical contact – kissing, hugging, holding hands, etc.
- Pornography
- Use of or possession of any type of weapon or dangerous item on campus (gun, knife, etc.)
- Threats or inappropriate comments made to another student/teacher/staff member inside or outside of school, on or off campus. (This includes suggestive drawings or pictures)
- Any use of electronic communication devices for internet access, social media, texting, calling or other unapproved communiques. *Con't On Next Page*



(this includes the use of, but not limited to, tablets, cell phones, iPads, iPhones, Smart Phones, laptops). These devices must be turned off and appropriately stored away when not in use for specific and expressed permission by a teacher or administrator during approved times, classes, projects or other periods. Violation of the letter and/or the intent of this policy may result in the item being confiscated and/or consequences issued to the student.

- Abuse or misuse of internet access – The internet is available for student use. Students may not access websites without permission of a staff member. Website usage at school should only be used for educational purposes.
- Failure of the parents to comply with the disciplinary procedures of the school
- Parents/students that speak negatively of the school and fail to follow ECS procedures and sow discord among the other parents. This policy includes the Internet.

Believing that discipline is necessary for the welfare of the student as well as the entire school, each teacher is given the liberty of making and enforcing classroom regulations in the manner which he/she feels is in accordance with Christian principles as set forth in the Scriptures. Elfers Christian School expects full cooperation from both student and parent in the education of the student.

For elementary grades, Kindergarten through 5<sup>th</sup>, the classrooms may follow this basic outline of a “color coded” disciplinary system:

\*Green – Excellent behavior for the day

\*Yellow – Student received a recorded warning from teacher

\*Orange – Student received time out or consequence consequence

\* Red – Student received time out or 2<sup>nd</sup>

\*Blue – Student sent to the Principal’s Office. Consequences are at the Principal’s discretion. Depending on the occurrence or offense, the parent may be \*contacted. Repeated offenses may result in a referral or suspension.

\* Parents may be notified concerning a child’s behavior using the student agenda/planner, by e-mail, or a phone call by the teacher. Depending on the level of offense, number of offenses and parental responses, disciplinary matters may be recorded in RenWeb under the Student Behavior Log for parent, teacher and administrative use.

In Middle or High School, the following steps may be followed in the correction of unacceptable behavior:

A demerit may be issued for minor offenses to document the offense or be issued an in-school detention.

A referral may be issued for major offenses and could result in detention, in-school suspension, suspension, or in extreme cases or for repeat major offenses, an expulsion recommendation to the ECS School Board.

\* The administration will determine punishment for matters regarding serious discipline.

\*\* Detention is expected to be served the following school day.

\*\*\* All demerits and referrals must be signed by the parent/guardian and returned the following school day. Demerits and referrals that are not signed and returned may result in further disciplinary action.

If prior actions do not bring desired results, the student will be referred to the School Administrator:

A. Private talk with student

B. Note to parents or phone call from the administrator

- C. Principal/Parent conference
- D. One to ten day suspension from school (note: students suspended from school may not come to daycare or any school event on suspended days)
- E. Expulsion recommendation to the School Board

Each day's suspension is considered an unexcused absence. Students who are dismissed from Elfers Christian School may not be considered for re-enrollment during the current school year. Parents will need to meet with the principal and write a letter to the School Board before re-enrollment will be considered for the next school year.

### **Student Academic Conduct**

It is the goal of Elfers Christian School to grow our students in two ways: academically and spiritually. To do this, students must take responsibility for themselves and the assignments given to them. Students and parents must understand that there are certain things we must take responsibility for and failure to do them will result in some form of consequence. Therefore student academic misconduct will be handled in the following manner:

First Recorded Offense / serious nature / unresolved by student – Teacher contacts the parent/guardian

Second Recorded Offense – Parent/Teacher conference may be requested

Third Recorded Offense – Parent/Teacher conference with administrator

Examples include: planner not signed, homework not complete or late, not prepared for class, progress reports or report cards not signed and returned, failure to cooperate with teacher instructions and class policy, etc.

### **Dress Code**

It is the belief of Elfers Christian School that developing Christian character includes being disciplined in the areas of clothing, hair, jewelry and makeup. We believe that the dress of a student has direct influence and relation to their conduct. Student appearance must be conservative, neat and modest, reflecting the highest standards of a Christian school environment. We ask that parents, when visiting the campus, dress in a conservative manner as well.

We are a Christian School established as the mission of the First Baptist Church of Elfers, Florida. Our mission is to provide an atmosphere where students and staff are secure and can safely express their faith and practice the principles of Christianity. We desire that the students mature in their faith and grow in Christian conduct as Godly men and women. We believe that all men and women are worthy of respect and should, therefore, be treated with utmost respect in keeping with Christian principles as outlined in sacred Scriptures.

We believe that our students and staff should reflect a Christian witness in appearance, dress, and conduct while on school grounds, classroom, school or church offices, church services, school or church sponsored activities regardless of location. We believe the academic programs and social activities of the school would help students develop Christian character and social skills that are

beneficial to themselves, their families, and the society. We believe our students would grow and become responsible citizens who live and serve in a manner that is honoring and glorifying to Jesus Christ the Son of God who died for mankind. We will offer a well-grounded Bible based education, complete with well-grounded curriculum on all levels of education, helping our students become Godly, well-trained, skillful, wise, and mature members of the society where they live and serve. We believe that a wholesome Christian academic environment will provide the necessary discipline and a solid training ground conducive for a meaningful and significant education and development for our students. Now therefore, in view of the foregoing, the stipulations constitute the dress code and appearance of our students while in or on school grounds, classrooms, school and church offices, chapel services, all school and church sponsored activities, field trips, and all activities representing the school and the church.

## **Clothing for students:**

- **School clothing** must be neat, clean, and modest. Clothing that is form fitting is not acceptable. Clothing must not be ripped, torn, or frayed. Any questions, please feel free to call the school office. Target, Bealls, Old Navy, or Wal-Mart are just some of the stores where school clothing, even a variety of optional, standard school uniform styles, are available.
- **Bottoms** – Pants, shorts, capris, and skirts must be plain colors, preferably navy blue, black, or khaki (all shades; brown, tan, olive, grey, etc.) Plaid is acceptable for girls only, when in a uniform style skirt or jumper. No hip huggers, low riders or stretch pants. This clearly means: no stretchy jeans, no leggings, no yoga pants or no pants that are made of an elastic or stretch fabric. Pants, shorts, and skirts must be worn around the waist and not around the hips. Cargo and carpenter style pants and shorts are acceptable. Shorts may not come more than 3 inches above the top of the knee.  
(Helpful “rule of thumb” for students to self-check at home might be: hem falls clearly below the finger tips (or) use a 3x5 index card (or) must long enough to exceed a standard credit card which is 3 ½ inches long.)
- **Jeans** – All students (K-12) are permitted to wear denim jeans, blue jeans or jean skirts. They must be in good repair and may not have cut-off hems, frayed or holes. Grades 7-12 may not wear jean shorts.
- **Tops** – Solid colored or striped polo shirts with collar. ECS logo or small unobtrusive logo is acceptable. Girls must wear a camisole under their shirt if you can see through the polo. All polos need to be loose fitting in style and modest. Shirts must be tucked in if they are longer than one hand length below the belt line. Button down shirts with collars or Oxford styled shirts with ¼ length or long sleeves may be worn by both boys and girls in all grades. For 7<sup>th</sup> – 12<sup>th</sup> grade Christian T-shirt Day will remain as a Friday Only option. On Fridays MS/HS students may wear a distinctively Christian or ECS T-shirt. (Optional days or special theme days are specifically announced throughout the year for grades K-6)

**Hair** (*violations can and will result in temporary restrictions from class until corrected. Therefore, ASK First!*)

- **Boys** – Hair must be well groomed, out of the eyes, and must not extend below the top of the collar or the bottom of the ear. Shaved or partially shaved hairstyles are not acceptable. Students must be clean shaven with no facial hair. Sideburns must not extend below the bottom of the ear.
- **Girls** – Hair must be well groomed, out of eyes, and must not obstruct vision.
- Extreme, distracting, or non-traditional hairstyles are to be avoided by all students. Extreme, unnatural hair color for boys and girls will not be allowed.

## **Jewelry**

- Boys and girls may wear appropriate jewelry (nothing overstated, questionable, or anti-Christian). Ear lobe “gauges” are not appropriate or permissible for ECS students.

- **Boys** - Bracelets and necklaces are acceptable for boys, to a minimum. Earrings or body piercing of any kind are not permitted for boys attending school or any school function.
- **Girls** - May wear earrings, only two (2) in each ear at a time. Any body piercing, other than for ears, is not permitted for girls attending school or any school function.

### **Makeup**

- Girls may wear makeup in moderation; use common sense and moderation.
- If makeup is very obvious or excessive, it will be considered inappropriate and students will be required to remove it.

### **Tattoos**

- Tattoos for ECS students are not permitted. If a student has a tattoo prior to enrolling, the tattoo must not be visible during school hours, at school events or school functions.
- ECS Administration reserves the right to make the final decision regarding any student tattoo.

### **Accessories**

- **Shoes** – Clean and neat sneakers, dress shoes or boots. All shoes must have non-marking soles. Sneakers are required on PE day. No open toe shoes.
- **Girls** – Hose or socks, when worn, should be matching and coordinated with clothing.
- **Boys** – Must wear matching socks.
- **Belts** – Must be worn if pants have belt loops. Anything other than traditional style belts must be approved by Administration.
- **Hats** – Must not be worn while in the building or in common areas.
- **Dark Glasses** – Are not to be worn in the building.
- **Scarves** – Used as headbands are not acceptable.
- **Sweater and Jackets** – All outerwear must be appropriate for a Christian environment. Only lightweight sweaters and jackets are allowed to be worn while in the classroom. We encourage students to wear ECS logo outerwear.

An ECS dress code is required for all school activities. A modified or event appropriate school dress code may be approved for certain school activities or functions, either on or off campus. A modest and appropriate dress is always expected and required at ECS events or activities by both students and adults. Designated staff members or administrators may ask those not in compliance to leave the event. This includes games and all other after-school activities. Standards of modesty and dress requirements will be designated by the staff or person in charge for the different activities (homecoming, award programs, music programs, sporting events, field trips, etc.). Students, teachers, and parents are to adhere to the required dress.

**SLOGANS, WRITING OF ANY KIND, SYMBOLS OR PICTURES THAT ARE UNACCEPTABLE TO ADMINISTRATION WILL BE RESTRICTED!**

**Professional Dress Outfit**

- Middle and High School students will be required to have a Professional Dress Outfit. This outfit will be worn at special events and prior notice will be given. Professional Dress entails the following:
- **Boys** – Dress slacks, button shirt (short sleeves OK), dress shoes, tie (if required).
- **Girls** – Dresses or skirts (must not be more than 3 inches above the knee) or dress slacks that fit in a modest way. Shoes must be neat and clean and have a strap around the back of the heel or closed in a dress shoe style.

**Any student found to be violating the school dress code will be given a warning. Parents will be contacted to bring proper attire, student may be restricted from class attendance or student may be sent home for the day.**

**ECS administration reserves the right to make final decisions regarding any areas not covered in the dress code. We recommend using discernment and “Ask First!” or “If in doubt, leave it out!”**

**Damaged or Defaced Property**

Defaced or damaged property or material must be restored or replaced by the student (or parent) to the satisfaction of the Elfers Christian School Board or First Baptist Church of Elfers.

**Articles Prohibited**

Articles not related to class work are NOT permitted without prior permission from a school administrator. Articles prohibited: cigarettes/tobacco, alcoholic beverages, narcotics, knives, guns, magazines or books not related to class work. These articles will be confiscated and must be reclaimed by parents. Should the law be violated, civil authorities will be contacted. Students in possession of illegal drugs, knives, or guns on the campus will be suspended or dismissed and turned over to law enforcement. Administration may confiscate any article deemed unsafe or a detriment to the school environment.

**Cell Phone Policy**

Students may not use a cell phone without specific permission between the hours of 8:15 a.m. and 3:00 p.m. They may bring a cell phone to school, but it must be turned off and either placed in their locker, backpack, or purse. In certain situations, students will be allowed to use their phone only AFTER asking a staff member. If a student is found with a cell phone on their person or using the phone without permission the following consequences will occur:

1<sup>st</sup> Offense: Administration may take the cell phone and a parent may be required to come to the school to pick the phone up in person. The student's cooperative spirit or lack thereof, may affect any administrative consequences.

2<sup>nd</sup> Offense: The student may lose the right to have a cell phone on campus until further notice from Administration.

## **Lunch**

Children may bring their lunch to school or they can participate in our lunch program. Menus are sent home every two weeks offering both a hot and cold lunch choice. (Refer to the current published Pasco County School Lunch Menu.) Students without a lunch will be offered a peanut butter and jelly sandwich, fruit and milk (or what is available) for \$3.00 and charged accordingly.

## **Field Trips**

There will be field trips during the year for various classes. Permission slips will be sent home prior to the trip and must be signed and returned.

## **Illness**

For the welfare of your child and others in the school, parents are requested to keep their child home when he/she is sick. Any student with a temperature of 100 degrees or more will not be permitted to stay in school. Please assure your child is fever free for 24 hours, without medication, before returning to school. If a student becomes ill during the day, he/she will be sent to the office. If necessary, the school will contact the parents. In the event that neither parent can be reached, the school will contact the emergency number listed. If neither parents nor an emergency party can be contacted, and it is an emergency situation, Elfers Christian School may call E.M.S. All charges will be the responsibility of the parents.

## **Medication Policy**

Students are not permitted to carry medication (either over-the-counter or prescription) on their person or store them in their desks, lockers, or backpacks. Parents must bring all medication to the School office and it will be administered to your child. It is school policy to only give prescription medicine that has been prescribed by your doctor to your child. Medicine must be labeled with the child's name, doctor's directions, and dosage. Regulated, non-prescription medication will not be administered at school, unless accompanied by a physician's statement, dated within the current school year.

## **Communicable Disease Policy**

Elfers Christian School desires to maintain a healthful school environment by instituting controls designed to prevent the spread of communicable diseases. The term "communicable diseases" shall mean an illness which arises as a result of a specific infectious agent which may be transmitted, whether directly or indirectly, by a susceptible host, infected person or animal to other persons.

A teacher or office staff member who reasonably suspects that a student or employee has a communicable disease shall immediately notify a member of the administrative team.

The reportable diseases include the following: Acquired Immune Deficiency Syndrome (AIDS), AIDS Related Complex (ARC), Amebiasis, Animal bite of humans by a potentially rabid animal, Anthrax, Botulism, Brucellosis, Campylobacteriosis, Chancroid, Dengue, Diphtheria, Encephalitis, Giardiasis (acute), Gonorrhea, Granuloma Inguinale, Hansen's Disease (Leprosy), Hemorrhagic Fever, Hepatitis, Histoplasmosis, Human Immunodeficiency Virus (HIV), Legionnaire's Disease, Leptospirosis, Lymphogranuloma Venereum, Malaria, Measles, Meningitis, Meningococcal Disease, Mumps, Paralytic Shellfish Poisoning, Pertussis, Pesticide Poisoning, Plague, Poliomyelitis, Psittacosis, Rabies, Relapsing Fever, Rocky Mountain Spotted Fever, R. Rickettsia, Rubella (including congenital), Salmonellosis, SARS, Schistosomiasis, Shigellosis, Smallpox, Syphilis, Tetanus, Toxoplasmosis (acute), Trichinosis, Tuberculosis, Tularemia, Typhoid Fever, Typhus, Vibrio Cholera, Vibrio Infections, and Yellow Fever. This is not intended to be a complete listing. These and any other potentially communicable diseases must be reported.

Any student or employee with a communicable disease for which immunization is required by law or is available, shall be temporarily excluded from school while ill and during recognized periods of communicability. Students and employees with a communicable disease for which immunization is not available shall be excluded from school while ill. If the nature of the disease and circumstances warrant, Elfers Christian School may require an independent physician's examination of the student or employee to verify the diagnosis of communicable disease. ECS reserves the right to make all final decisions necessary to enforce its communicable disease policy and to take all necessary action to control the spread of communicable diseases within the school.

## **Emergency Procedures**



In the event of adverse weather or an emergency situation, Elfers Christian School will follow the Pasco County School system for emergency school closure. School closings will be announced on local television and radio stations. Information will also be posted on the school website as we become aware. In the event of an early dismissal, parents will be notified by administrative staff. It is very important to keep all phone numbers current in your child's records. Notify the school office immediately if any information changes. As always, our primary concern is the safety of your child(ren).

## **Crisis Intervention Plan**

\*During emergency situations, please listen for communication from administration through the intercom system. Teachers and staff should keep their cell phone with them at all times.

### Tornado Watch

- A tornado watch has been issued for the area surrounding our school.
- Remain alert for approaching storms.
- Close outside doors and windows. Keep doors unlocked.
- Brief students on the proper protective position (crouch to their knees and cover their head with their hands/arms if the need arises).
- Evacuate any portable classrooms and proceed to a permanent facility.
- Wait for further instruction from administration.

### Tornado Warning

- A tornado warning has been issued for the area surrounding our school, meaning a tornado has been sighted in the area visually and/or on radar.
- Please listen for communication from administration through the intercom system.
- Move all students to a pre-designated place of safety.
- Family Life Center – upstairs: move to the inner hallway, downstairs: move to wall in gymnasium.
- Close outside doors and windows. Keep doors unlocked.
- Direct students to move away from windows.
- Evacuate any portable classrooms and proceed to a permanent facility, if applicable.
- Take roll of all students.
- Brief students on the proper protective position (crouch to their knees and cover their head with their hands/arms).
- Advise students to assume the protective position until further notice, preferably at the base of an interior wall.
- Wait for further instruction from administration.
- Report any injury or structure damage to administration.
- Do not phone the office unless you have an emergency. The phone lines need to remain open. Information will be provided to you as it becomes available.

### Bomb Threat

- Our school has received a bomb threat.
- Direct students to open their book bags and place them on their desks.
- Take roll of all students and direct them to quietly line up at the door.
- Conduct a quick visual inspection of their book bags by walking down the row of desks.
- Do a visual scan of entire classroom for any suspicious items by looking in and behind cabinets, under desks, in and around garbage cans and other areas.

- If anything suspicious is observed, escort students out of the classroom immediately and report observations to the office from a safe distance away from the threat.
- Following the fire evacuation route, escort students out of classroom and leave door unlocked. Proceed to the evacuation area. Please note administration may give a new evacuation route; this would be announced via intercom.
- Wait for further instructions from administration once you have safely evacuated the school.
- Do not call the office unless you have information that will lead to the resolution of the crisis or have a life-threatening emergency. Information will be provided to you as it becomes available.

### Lockdown

- When there is a potentially threatening situation on campus, which may involve a known threat outside of the school building, presence of weapons or an inside intruder, an administrator will announce the building is under “lockdown with warning” or “lockdown with intruder.”
- Immediately lock classroom doors. Direct any students in the hallway to step inside the classroom.
- Do not open doors for any reason. Authorities will have keys.
- Cover classroom windows, turn off lights and/or close the blinds. Classrooms without windows or ambient lighting should leave the lights on.
- Direct students to move away from doors and windows. All teaching should stop and everyone needs to secure a safe place in the classroom, away from the door.
- Stay off the phone. All student cell phones must stay off. Teacher cell phones may stay on for emergency use only. Communication with friends or family “may” complicate the situation and make it more difficult for law enforcement to contain the emergent scenario. The lockdown includes all in-bound / out-bound communications on all electronic devices, including phones, iPads, and laptops.
- Take roll of all students and be prepared to give roll to authorities as needed.
- Once the room is secure, place the GREEN tab from the Fire Drill Map under the door. This will signal to administrators conducting a room-by-room check that all is AOK in your room. If you need assistance, place the RED tab under the door. If NO TAB is placed under the door, an administrator will interpret that to mean your room needs attention. An administrator or law enforcement agent will respond once noted.
- If there are gunshots, direct students to lie on the ground.
- Ignore any fire alarm activation, as the school will not be evacuated using this method.
- Remain in lockdown and do not send students to the office or to electives until you are otherwise instructed by administration or law enforcement. The building administrator will announce “all clear” when the threat is over or the intruder has left the campus. The campus phone intercom system will be used or a “bull horn” if the power is out.

### Hazardous Materials

- There is a potentially dangerous situation in or near the campus, which may involve hazardous chemicals or other substances.
- If you discover the threat, notify the front office immediately and ensure that someone calls 9-1-1. Identify the specific location and observations. Stay on the line until they tell you to hang up.
- Follow general procedures for a 'Lockdown' as contained in the crisis plans.
- All staff and students should evacuate the area of the hazardous material. If outside, go indoors immediately. An interior room without windows is best. Close all doors and windows and ensure that all heating, cooling and ventilation systems are shut off. Damp towels can be placed around any exterior door or window that permits outside air exchange.
- If the hazardous material is indoors, the room should be evacuated and closed off as quickly as possible. If possible, the entire area or building should be evacuated.
- Once staff and students are removed from danger and the building is secured, await further instructions from emergency officials.
- Do not re-enter evacuated or unsafe areas until the all clear is given by administration.
- If gas or vapor starts to bother you, place a wet cloth over the nose and mouth and seek medical attention as needed.

### Fire

- Direct students to leave their personal belongings in the class.
- Direct students to line up at the door.
- Leave classroom doors unlocked and turn off the lights.
- Follow the posted evacuation route to the prescribed evacuation area.
- Bring a class roster with you.
- If at any time you encounter heavy smoke, direct students to crawl on their hands and knees. If visibility is greatly diminished, have students form a human chain by maintaining physical contact with the person in front of them while crawling. Crawl while maintaining contact with an exterior wall. Follow the wall until you reach an exit.
- Take roll of students once you have safely exited the building.
- Stay in the evacuation area until you receive further instructions.

### **If the fire is directly outside the classroom and is preventing evacuation:**

- Do not open the door.
- Notify administration via telephone.
- Place towel or garment under the door. Wet towel if possible.
- If classroom has a window, direct students to stand near the window.
- Open or break the window if it becomes necessary.
- Prepare to evacuate quickly once the window is open, as the oxygen will fuel the fire.
- Follow directions of the fire department personnel regarding evacuation.

### **Lost and Found**

All articles left in the classroom, hall, or grounds will be placed in Lost and Found located in the Fellowship Hall. Unclaimed articles will be donated to charities periodically throughout the year.

All lunch boxes, clothing and other articles should be marked with the student's name. Because the FLC is used for many other functions besides ECS, we must keep the bathrooms free of items left behind by students. It is the responsibility of the student to keep up with his/her personal items and to make sure they are kept in the proper place at all times.

### **Student Activities/Athletics**

Elfers Christian School provides a variety of extra curricular activity opportunities to all students. Students are encouraged to take advantage of these opportunities. There may be an additional cost to the student for these activities.

Elementary: Intramural indoor soccer and/or basketball depending on season and volunteer coaches.

Middle/High School: JV & Varsity Volleyball, Basketball, Golf, Cross Country, Soccer

All Grades: Piano, voice and guitar lessons (these private lessons are offered after school hours, through individual instructors and can be scheduled through the FBC Elfers Music Ministry.)

Students must attend school at least 1/2 day in order to participate in after school extra curricular activities that day. Exceptions will be made for the Dual Enrollment program with PHSC, St. Pete College, Marchman Technical, medical appointments and/or death in the family, or prior arrangements made with administration.

In order for students to participate in extra-curricular athletics, they must maintain an overall "C" average in their core classes (2.0 or 70% average). If the student has an "F" average in any subject, they will lose eligibility and may not be allowed to participate. Administration reserves the right to review a student's academic progress and behavior when enforcing rules for eligibility.

Interscholastic athletics are viewed from a Christian perspective. The development and demonstration of Christ-like traits are its overriding goals. The challenge to be different from the worldly attitude of "winning at all costs" is stressed, with the exception of victory in the student-athletes' Christian life. The Suncoast Christian Conference and Fellowship of Christian Sports and Activities, Inc. (FCSA), of which Elfers Christian School is a member, governs participation in athletics and other activities. If a parent or student has any concerns or questions concerning student activities, please contact the school office or Athletic Director personally.

### **Physical Education**

Non-marking tennis shoes are required for all grades during P.E. class. Students in grades 6-12, participating in P.E., may be required to "dress out" depending on the activity of the day. P.E. shirts and/or uniforms may be ordered and are mandatory if notification is given to specific classes or grade levels. Please contact your classroom / homeroom teacher for details each school year. They may be purchased through the school office. Until uniforms are available, black or navy blue shorts and a plain T-shirt are required. Shorts to the knee (i.e. basketball shorts) are the style required and what we are looking for. The P.E. Staff will inform you of any other requirements.

## **Child Abuse**

Florida Statutes requires, by law, that all teachers and workers are required to notify the Department of Children and Families of suspected child abuse and/or neglect. Therefore, ECS is obligated to follow Florida State Statues in regards to any suspected abuse or neglect.

## **Withdrawal/Dismissal**

Should it be necessary for a student to withdraw from ECS during the school year, it must be reported to the principal in writing. All records and accounts must be closed before permanent files can be sent to another school. Students who have paid tuition in full and withdraw or are dismissed by school staff shall be refunded based on a pro-rated calculation. Refunds will be based on tuition only, not on supplies, materials, sports fees, field trips or registration fees.

## **Transfer Students**

Students who are transferring from other schools may be required to take an entrance examination. Should the student's accomplishments (as shown by the test) be on the grade level to which they are applying, they will be admitted to that grade. However, should the student's accomplishments (as shown by the test and previous report cards) be on a lower level, they may be placed in the grade best suited for their achievement level. It is the policy of ECS not to accept transfer students whose accomplishments have not been up to acceptable standards or to the ECS curriculum expectations. Students whose work effort is not satisfactory or who fall below acceptable levels of achievement may be asked to transfer to a school system that better meets their academic, social or behavioral needs.

## Early Dismissal

Should you find it necessary to have your child excused early from school, you must sign the child out in the office stating the reason and time of dismissal. Students are not permitted to leave school grounds without written permission.

## Academics

The academic programs at Elfers Christian School are based on the belief that a Bible-based, Christ-centered education is the very best education that parents can provide for their children.

Therefore, our academic programs have been developed to provide high quality academic instruction in an environment where prayer, Bible study, and Christian textbooks are the norm.

## Academic Recognition

Principal List – All A’s in each subject area

Honor Roll – All A’s & B’s in each subject area

## Homework

We believe that homework is vital to a student’s academic development. It stimulates independence and self-direction. Homework acquaints parents with what the child is learning and affords them an opportunity to help their child. Homework assignments must be completed and handed in on the day designated by the teacher. Students are required to write their assignments in their agenda each day. Parents should check to see that all homework is completed and all books returned to the classroom. When a student continually does not complete homework/seatwork, the parents will be notified and a conference may be scheduled. At the discretion of each teacher, full credit may not be given for assignments that are handed in late or not completed in a reasonable amount of time.

## Report Cards

Evaluations of the student’s progress will be made and given out at the end of each nine weeks. Report cards must be signed and returned within three school days. During the fifth week of each nine-week grading period, students will receive a progress report to notify parents of the progression of each child. The student’s progress is based on unit tests, quizzes, homework, class work, projects and reports.

### Grades K-5<sup>th</sup>

|   |            |               |   |                               |
|---|------------|---------------|---|-------------------------------|
| A | 90-100     | Outstanding   | O | Outstanding                   |
| B | 80-89      | Above Average | S | Satisfactory                  |
| C | 70-79      | Average       | I | Improving ( <i>optional</i> ) |
| D | 60-69      | Below Average | N | Needs Improvement             |
| F | 59 & Below | Failing       |   |                               |

Middle/High School

|   |            |               |
|---|------------|---------------|
| A | 90-100     | Outstanding   |
| B | 80-89      | Above Average |
| C | 70-79      | Average       |
| D | 60-69      | Below Average |
| F | 59 & Below | Failing       |

**Make-up Work**

Students who are absent must check with the teacher to get all assignments missed. Work not made up within 48 hours, or within the time period agreed upon with the teacher, may go on record as a failing grade.

**Standardized Testing**

Standardized testing will be done each year in the spring. Please check the school website to confirm the dates. Testing can only be done during these dates without cost to the parent.

**Elfers Christian School  
High School Diploma**

|   |                 |
|---|-----------------|
| <u>Graduation Requirements</u>                                      | <u>24 units</u> |
| Bible (1 unit/year)   | 4 units         |
| Life Mang. / Health   | .5 units        |
| English<br>(Not including Basic English)                            | 4 units         |
| Mathematics<br>(Alg I, II & Geometry)                               | 4 units         |
| Foreign Language  | 2 units         |
| P.E.  | .5 units        |
| Personal Fitness  | .5 units        |
| Science   | 3 units         |
| Social Studies<br>(Econ/Amer Gov't<br>World History / U.S. History) | 3 units         |
| Fine or Performing Art  | .5 units        |
| Electives   | 2 units         |

Students in high school must complete a minimum of 100 hours of Christian Service.

General Diploma: take **either** ACT **or** SAT exam.



Eagle Diploma: Student qualifies for Florida Bright Futures Scholarship, preferably takes both ACT and SAT. Must earn a FBFS qualifying score on either the ACT or the SAT.

Valedictorian and Salutatorian qualifications are on file with the guidance department.

### **Dual Enrollment Program PHSC and SPC**

Elfers Christian School along with Pasco-Hernando Community College and St. Petersburg College have agreed to provide dual enrollment for the purpose of providing college level courses to shorten the time necessary for a student to complete the requirements for obtaining a degree, broaden the scope of curricular options available to students, and to increase the depth of study available for a particular subject.

#### *Dual Enrollment (DE) / Student eligibility requirements:*

1. The student must have completed tenth (10<sup>th</sup>) grade and obtained Junior Class status, be punctual and regular in attendance and of exemplary behavior to receive an ECS approval.
2. The student must have a documented grade point average (GPA) of at least 3.0 and received a *Dual Enrollment Permission Form* completed during an interview with the Elfers Christian School Administrator.
3. The student must have achieved the minimum placement test scores required by PHSC/SPC for entry into selected courses and programs.
4. The student's parent/guardian is responsible for payment of all fees, purchases of all textbooks, and other related costs to PHSC/SPC.
5. The student's parent/guardian is responsible for payment of tuition and all fees to Elfers Christian School.
6. The student and/or parent/guardian shall be responsible for providing their own transportation to and from PHSC/SPC. Students are not permitted to ride with other student drivers unless written permission is received from both parents. Parents may choose to provide car-pooling but must assume personal liability. PHSC/SPC and Elfers Christian School will not be held responsible once the student has left the premises.
7. The student must adhere to all PHSC/SPC campus conduct and disciplinary standards as well as those of Elfers Christian School.
8. All Elfers Christian School students must be in attendance for Chapel and Bible classes. To attend PHSC/SPC classes during the school day, the student must sign out at the office for class and sign in upon return.

9. Any and all DE courses must be pre-approved by ECS administration and guidance. Preapproval is required in order to qualify any DE credit for ECS acceptance, transfer of credit or to be used for ECS graduation requirements. DE classes are a privilege, not a right, of enrolled, qualified and eligible ECS students. Courses taken during the school day must coincide with scheduled or required courses. Additional or new course work and electives must be taken after school hours or scheduled with administrative approval. PHSC/SPC approved dual enrollment courses taken in the evening, weekend, and summer sessions may receive credit toward graduation from Elfers Christian School upon administrative and guidance approval.

### **Marchman Technical School**

#### **REQUIREMENTS FOR ADMISSION:**

This is an optional program available to Pasco County residents. Specific qualifications can be discussed with the ECS Guidance Department and administration. The student must be in high school. Courses at Marchman Technical Education Center are job preparatory in nature and students would be required to have or purchase required materials for safety purposes. Students who qualify may request an evaluation and enroll based upon space available in any given career or technical program. Courses provided to Elfers Christian School students will be held at the Marchman Technical Education Center in New Port Richey. Transportation will be provided by the student.

## **Florida Virtual School**

Florida Virtual School is available for students who would like to take AP or Honor courses not offered through ECS. FVS is not a replacement option for ECS classes that are provided. All FLVS classes are per administrative approval.

### **APPENDIX:**

#### **STATEMENT OF BASIC BELIEFS**

We affirm the Holy Bible as the inspired Word of God and the basis of our beliefs. First Baptist Church of Elfers, FL sponsors Elfers Christian School as an integral and inseparable ministry. FBC Elfers subscribes to the doctrinal statement of the Baptist Faith and Message as adopted by the Southern Baptist Convention in the year 2000. Additionally, the following sets forth a number of the teachings of scripture as interpreted by FBC Elfers, FL.

##### **Section A. The Scriptures**

The Holy Bible was written by men divinely inspired and is the record of God's revelation of Himself to man. It has God as its Author, and Truth, without any mixture of error for its matter. It reveals the principles by which God judges us; and therefore is, and will remain to the end of the world. The Bible is the supreme standard by which all human conduct, creeds, and religious opinions should be tried and tested. The Bible is to be interpreted through the guidance of the Holy Spirit, Who leads into all truth. (II Timothy 3: 16-17) The Church reserves to itself the sole right and authority to interpret the Scriptures, and whether any person or member is acting in conformity with them.

##### **Section B. Holy God**

There is one and only one Living, True, and Sovereign God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. To Him we owe the highest love, reverence, and obedience. The eternal God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature or being. (Deuteronomy 6: 4-9)

###### **1. God the Father**

God as our Father reigns with providential care over His universe, His creatures, and the flow of human history according to the purposes of His grace. He is all-powerful, all loving, and all wise. God is Father in truth to those who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all believers. (II Corinthians 6:18)

###### **2. God the Son**

Jesus Christ, the only begotten Son of God, conceived of the Holy Spirit, and born of the Virgin Mary, is the divinely appointed Mediator between God and man. Totally without sin, Jesus Christ fulfilled the Law, suffered, and died upon the cross, for the salvation of sinners. He was entombed, arose on the third day and ascended into heaven to be at the right hand of His Father, where He now resides making intercession for His people. He is the only Mediator; the Prophet, Priest, Head of the Church, and Sovereign of the Universe. (Luke 1:35, Isaiah 9:6, Ephesians 5:23, II Corinthians 5:21)

###### **3. God the Holy Spirit**

The Holy Spirit is the Spirit of God. He inspired holy men of old to write the Scriptures. Through illumination He enables men to understand truth. He exalts Christ. He convicts man of sin. He calls men to the Savior, and provides regeneration. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through the Body of His Church. His presence in the Christian is the assurance of the unbreakable oneness with God to bring the believer into the fullness of Christ. He enlightens and empowers the Church in worship, evangelism, and service. (John 4:24)

### **Section C. The Trinity**

God is revealed to us as Father, Son, and Holy Spirit, each with distinct attributes, but without division of nature or being: One God. (I John 5:7-9)

### **Section D. Mankind**

God created man in His own image, free of sin. Man transgressed against the command of God and fell from his original holiness and righteousness. Therefore man inherits a corrupt nature, wholly opposed to God, His Law, and is under condemnation. Only the grace of God can bring man into His holy fellowship and enable man to fulfill the creative purpose of God. The sacredness of mankind is evident in that God created man in His own image, and in that Christ died for man; therefore every man possesses dignity and is worthy of respect and Christian love. (Genesis 1: 26-28, Acts 17:26)

### **Section E. Salvation**

Salvation is the redemption of man, not through any merit of his own, and is offered freely to all who accept Jesus Christ as Lord and Savior. Jesus Christ, by His own Blood obtained eternal redemption for the believer. In its entirety salvation includes regeneration, sanctification, and glorification. (Ephesians 2: 8-9, Romans 8:30)

1. Regeneration, the new birth, is a work of God's grace whereby believers become new creatures in Christ Jesus. Regeneration is a change of heart produced by the Holy Spirit through the conviction of sin, to which the sinner responds in repentance toward God and faith in the Lord Jesus Christ.
2. Repentance and faith are inseparable experiences of Grace. Repentance is a genuine turning from sin toward God. Faith is the acceptance of Jesus Christ, and commitment of the whole person to Him as Lord and Savior. Justification is God's gracious acquittal that transforms sinners who repent and believe in Christ. Justification brings the believer into a relationship of peace and favor with God.
3. Sanctification is the experience, beginning with regeneration, by which the believer is set apart to God's purposes, and is enabled to progress toward spiritual perfection through the presence, power, and enabling of the Holy Spirit, who dwells in the believer.
4. Glorification is the culmination of the redemptive process and is the final blessed and abiding state of the redeemed.

### **Section F. Providence**

God decrees or permits all things that come to pass, and perpetually upholds, directs, and governs all creation and all events.

### **Section G. The Church**

The First Baptist Church of Elfers, a New Testament Church, with the Lord Jesus Christ as its head, is a local body of baptized believers who are associated by covenant in the faith and fellowship of the Gospel. The Church observes two ordinances of Christ, committed to His teachings, the exercising of spiritual gifts, and seeking to extend the Gospel to the ends of the Earth. This Church is an autonomous body, operating through democracy. In such a congregation, all members are equally responsible.

### **Section H. Believer's Baptism**

Baptism is an ordinance of the Lord Jesus, which is obligatory for every believer who shall be immersed in water in the Name of the Father, the Son, and the Holy Spirit. It is a sign of his belief in the death and resurrection of Christ, the remission of sins, and the giving of himself up to God to live and walk in a newness of life. (Matthew 28:19)

### **Section I. The Lord's Supper**

The Lord's Supper is a symbolic act of obedience whereby believers in Christ partake of the bread and the fruit of the vine to memorialize the death of Christ, and anticipate His second coming. (Luke 22:15-20)

### **Section J. The Lord's Day**

The first day of the week is the Lord's Day. It commemorates the resurrection of Jesus Christ from the dead and should be dedicated to worship and spiritual devotion, both public and private. (Acts 20:7a, John 20:4)

### **Section K. The Second Coming**

God, in His own time and according to His Holy Word, will bring the world to its appropriate end. According to His promise, Jesus Christ will appear to gather all believers, living and dead into His presence. He will then create a New Heaven and New Earth where the righteous will dwell for all eternity. (Revelation 22:20)

**Section L. Evangelism and Missions**

It is the duty and privilege of every follower, and of every church of the Lord Jesus Christ to endeavor to make disciples of all mankind. The born again believer should have a Godly love and a burden to spread the Gospel to the world. (Matthew 28: 19-20)

**Section M. Education**

God's people should maintain family worship and private devotions. We should seek to educate our children about our beliefs as Christians. As a Church we will conduct biblically based education efforts such as bible studies, social activities, church schools, and other church functions. (II Timothy 2:15)

### **Section N. Stewardship**

God is the source of all blessings, temporal and spiritual; all that we have and are, we owe to Him. Christians have a spiritual debt to witness to the whole world, a holy trusteeship of the Gospel, and a binding stewardship of their possessions. Believers are therefore under obligation to serve Christ with their time, talents, and material possessions and should recognize all these as entrusted to use for the glory of God and for helping others. According to the Scriptures, Christians should contribute their means cheerfully, regularly, systematically, proportionately, and with conviction for the advancement of the Kingdom of God. (Malachi 3:7-12, I Corinthians 16:1-2)

### **Section O. Cooperation**

Christ's people should, as occasion requires, organize such associations and conventions as may best secure cooperation for the great objectives of the Kingdom of God. Such organizations have no authority over one another or over the churches. They are voluntary and advisory bodies designed to elicit, combine, and direct energies of our people in the most effective manner. Members of New Testament churches should cooperate with one another in carrying forth the missionary, educational, and benevolent ministries for the extension of Christ's Kingdom. Christian unity in the New Testament sense, is spiritual harmony and voluntary cooperation for common ends by various groups of Christ's people. Cooperation is desirable between the various Christian denominations, when the end to be attained is justified. Such cooperation should involve no violation of conscience or compromise of loyalty to Christ and His Word as revealed in the New Testament. (Psalm 133:1)

### **Section P. The Christian and the Social Order**

Every Christian is under obligation to make the will of Christ supreme in their own life and in society. Means and methods used for the improvement of society and the establishment of righteousness among men can truly and permanently be helpful only when they are rooted in the regeneration of the individual by the saving grace of God in Jesus Christ. The Christian should oppose, in the spirit of Christ, every form of greed, selfishness, and vice. They should work to provide for the orphaned, the widowed, the needy, the aged, the helpless, and the sick. Every Christian should seek to bring industry, government, and society as a whole under the sway of the principles of righteousness, truth, and brotherly love. Christians should be ready to work with all men of good will in any good cause. Being careful to act in the spirit of love without compromising their loyalty to Christ and Truth. All believers should be encouraged to do daily devotions and seek a daily encounter with Jesus Christ.

### **Section Q. Religious Liberty**

Civil government is ordained of God. The duty of Christians is to render obedience in all things not contrary to the revealed will of God. The Church must not rely solely on civil power to carry on its work. The state has no right to impose penalties for religious opinions or sincerely held religious beliefs of any kind. The state has no right to impose taxes for the support of any form of religion. Religious liberty gives the right to form and propagate opinions in the sphere of religion without interference by the civil power.

### **Section R. Marriage and the Family Structure**

We believe that the Holy Scriptures teach God has planned the family as the first institution of the world. It is made up of persons joined to one another by marriage, blood, or adoption. Marriage is the joining of one man and one woman with the promise of being faithful to one another for a lifetime. This is the only biblical model for marriage. Marriage is God's special gift. Marriage shows the union between Christ and His Church and, through it, both men and women are given the gift of intimate friendship. (Ephesians 5:21-26)

# Parent & Student Handbook Agreement

As a Student, I have been provided full and free access to the E.C.S. Student Handbook, either online or a printed hard copy in its entirety. I have read and/or reviewed and/or discussed the handbook, its content and my responsibility as an enrolled member of the ECS Student Body with my parents/guardians.

I agree to display and exhibit a cooperative spirit in regards to these expectations throughout my enrollment, whether on campus or off campus, and to voluntarily commit to abide by the policies, guidelines, and/or rules of Elfers Christian School.

|                                    |                      |            |
|------------------------------------|----------------------|------------|
| _____                              | X _____              | date _____ |
| Printed Name & Grade of Student #1 | Signature of Student |            |
| _____                              | X _____              | date _____ |
| Printed Name & Grade of Student #2 | Signature of Student |            |
| _____                              | X _____              | date _____ |
| Printed Name & Grade of Student #3 | Signature of Student |            |



As Parent/Guardians, we have been provided full and free access to the E.C.S. Student Handbook, either online or a printed hard copy in its entirety. We have read and/or reviewed and/or discussed the handbook as parents and with our enrolled children in an age appropriate manner. We fully understand its content and our responsibility as an enrolled family with ECS.

We as parent/guardians agree to display and exhibit a cooperative spirit in regards to either student expectations or specific parent expectations throughout our children’s enrollment, whether on campus or off campus, and to voluntarily commit to requiring our children to abide by the policies, guidelines, and/or rules of Elfers Christian School.

An ECS student who is evaluated and determined as “being out of harmony” with the goals, mission, philosophy, Biblical principles of moral conduct or purpose of First Baptist Church of Elfers, Inc. and/or Elfers Christian School, may be requested to withdraw or be dis-enrolled by the administrator/principal even though no specific breach of policy or rules are violated. Students will be expected to cooperate with both the “Spirit and the letter of the law” of the Student Handbook, class rules, policies and guidelines, as it pertains to their school enrollment and personal growth within the ministry of ECS & First Baptist Church of Elfers.

We will prayerfully commit to a supportive and cooperative spirit, to be in harmony with the school, its Student Handbook, its Christian ideals, its Biblical standards of morals and character, and will direct and encourage our child(ren) to abide by them. We hereby pledge our full cooperation.

At any time we find ourselves out of harmony, out of step or in disagreement to the point of contention or irreconcilable discord, we may not fully agree – however, we will “lovingly agree to disagree” and allow the school to operate within its preferences or policies. As parent/guardians we are here and committed to ECS voluntarily and by our choice. If such disagreement or contention arises to a level unacceptable to us, we understand we are open to and free to choose to dis-enroll our children at any time.

|                                 |                              |            |
|---------------------------------|------------------------------|------------|
| _____                           | X _____                      | date _____ |
| Printed Name of Father/Guardian | Signature of Father/Guardian |            |
| _____                           | X _____                      | date _____ |
| Printed Name of Mother/Guardian | Signature of Mother/Guardian |            |

\* PLEASE, sign and return this form to complete your application or annual re-enrollment. It will be placed in your child’s cumulative folder as a matter of record.