

EMMANUEL CHRISTIAN SCHOOL HIGH SCHOOL HANDBOOK

Discipline

Although the world views discipline as negative, for the Christian, discipline is an important and inseparable part of everyday life. Coming from the word “disciple” discipline at Emmanuel Christian School is used to train and equip students for Christian living in a non-Christian world. Since the expectations for young people at this school may differ from those of other institutions, it is necessary to eliminate any confusion by including this section in the High School Handbook.

Any student in grades 6-12 will receive demerits for rule infractions. These demerits will accumulate throughout the day and the punishment for one day’s offenses will be served the following day. Serious offenses will bring an immediate detention, suspension, or expulsion. Demerits are not carried over from one day to another, however, detentions and suspensions are cumulative.

The following is a list of rule infractions and the consequences which result from those infractions. This list is not intended to be all-inclusive.

One demerit offenses:

Tardy for class	Unprepared for class
Talking	Not paying attention
Disrespect	Leaving the classroom during class
Disrupting class	Incomplete assignment
Dress code	Misuse of school property
In the room without permission	

Multiple demerit offenses:

- Gum/Candy/Food - Two demerits
- Required papers not returned - One demerit per day
- Misbehavior in isolation or detention - Two demerits
- Failing to serve isolation - Three demerits
- Gossip - One to three demerits
- Inappropriate topic - Two to four demerits
- Leaving campus without school’s permission - Three demerits
- Abuse to school property - Three demerits plus cost of repairs
- Cell phone out during class times - Four demerits
- Public Display of Affection - Four demerits

Punishment for offenses (Begins new each day)

- One demerit - Warning
- Two demerits - Lunch isolation
- Three demerits – Campus clean-up
- Four demerits - Detention
 - Middle School - Maximum of three per semester
 - High School - Maximum of three per year
- After maximum number of detentions - Suspension
- Third suspension in a school year - Expulsion

Dress Code

Emmanuel Christian School students are expected to set a Christian example at all times by not following unacceptable fashion trends of society. Although fashion trends change constantly, the following is a general understanding of fashion trends which are not allowed:

- Pants and shirts which are cut or torn in any manner
- Any clothing containing pictures or messages which demonstrate rebellion from God or the norms of society
- Any jewelry which is considered extreme. This includes, but is not limited to, heavy chains, dog collars, wrist bands, and other items which are designed to “shock society”
- Body pierced jewelry other than limited earrings for young ladies
- The tattooing of the body in any form
- Multi-color hair or hair color of an unnatural shade

Attendance

It is the responsibility of each student to be in class each day. Although absences may happen, this should be the exception, not the rule. The following guidelines apply to student absences:

Absences

- Missing more than 50% of a class period
- Being tardy three times for a class

Excused absences

An approved note from the parent is required

After 5 absences in a grading period, approval from the school administration is required. (Prior to or the first day after the absence)

Any missed work must be made up within the same number of days missed by the student. This is the student’s responsibility.

Unexcused absences

- Zeros will be given on all tests and quizzes
- Daily work must be made up, but no credit will be given
- The quarter grade will be reduced 2 points per unexcused absence

If school is missed for a school function, it will not be considered an absence. All homework, however, must be completed and tests made up on the day the student returns.

Cell Phones

Cell phones must not be out during class times.

If a phone rings or is out during class, the teacher will bring it to the office.

Students may not call to have food or other products delivered to the school.

Students may not make cell phone calls seeking permission to check out.

1. Any calls made seeking permission to check out without prior authorization from the office will result in the child losing the privilege of having a cell phone on campus.
2. If a student uses another student's phone to seek permission to check out, both students will lose the privilege of having a cell phone on campus.

Grading Scale

A 90-100 B 80-89 C 70-79 D 60-69 F 0-59

Exams

Grades 6-12

Semester exams will be given in each academic subject

Semester exams will count 1/5 of the semester grade

Students are exempt from exams if they receive an A in each grading period which the exam covers.

High School Graduation Requirements

Completion of the ACT with a minimum score of 16

<u>Regular Diploma</u>		<u>Advanced Diploma</u> Requires a grade of C or better in each subject
4.0	Bible	4.0
4.0	English	4.0
4.0	Social Studies	4.0
4.0	Science	4.0 Including Chem. and Physics
4.0 Including Alg. I and Geo.	Math	4.0 Including Pre-Cal
2.0	P.E./ Health / Fine Arts	2.0
1.0	Literature	1.0
	Foreign Language	1.0
3.0	Electives	2.0
	Elective requirements will be adjusted for transfer students who have earned more than 7 credits per year.	
26.0	Total	26.0

Middle School Activities

The Middle School award's and other activities, are not formal and no outside dates are allowed. As a school, we feel it is important to relieve or eliminate peer pressure to date at this age and, as an institution, we strongly discourage this trend. Therefore, all Middle School functions will be limited to enrolled students, home school students and parents.

High School Banquet

A formal banquet is held each school year for grades 9-12. This banquet is designed as a celebration and tribute to the graduating Seniors. Tributes to the Seniors may be made by members of the Junior class and Last Will and Testaments may be made by members of the Senior class.

As we consider how we can encourage or challenge one another by way of tribute or last will and testament, we will use the following scriptures as our standard of measure;

Phil. 4:8 Finally, brethren, whatever is true, whatever is honorable, whatever is right, whatever is pure, whatever is lovely, whatever is of good repute, if there is any excellence and if anything worthy of praise, let your mind dwell on these things.
1 Thes. 5:11 Therefore encourage one another and build up one another . . . encouraging one another . . .
Heb. 10:24-25 . . . let us consider how to stimulate one another to love and good deeds . . . which are not fitting, but rather giving thanks.
Eph. 5:4 . . . and there must be no filthiness and silly talk or coarse jesting,

Our words should be well chosen - to encourage, exhort and bring honor to a fellow student. In no way should a student be embarrassed or made fun of at any time. All speeches must be pre-approved by the administration prior to the day of the banquet.

All tributes and last will and testaments must be written ahead of time and approved by a designated faculty member. They must be read as written and pre-approved at the banquet. No impromptu comments or ad-lib opportunities will be offered.

Dress for this function is formal. A suit or tuxedo is the appropriate attire for gentlemen. When selecting formal wear for ladies, please make selections appropriate in length, as allowed by school dress code, and modest in neckline. Spaghetti straps, one shoulder or strapless gowns are allowed as long as full coverage is maintained and necklines are not plunging. If there is any doubt, please have clothing item pre-approved by the Jr/Sr sponsor. This guideline applies to all young ladies, whether students or non-enrolled guests. It is the responsibility of the enrolled student to notify his date of these guidelines.

Homecoming

Homecoming activities are held in January of each year in conjunction with the Homecoming basketball game. Representatives from each class are chosen to participate in the Homecoming Court and coronation of the King and Queen. As representatives of the school, attire must comply with school dress code in modesty and length. Any student whose attire does not comply, will not be allowed to participate and thus forfeit his/her opportunity to represent his/her class on the court.

College Preparation

Preparing for college begins early. From the freshman year of high school through graduation, the decisions made and the work accomplished will determine if you will go to college, where you will go to college, and how you will pay for college. To wait until graduation is too late. You must begin now!

Although the following information is not an all inclusive guide for college preparation, following the steps outlined will assist you as you make plans for your future educational endeavors. By using this information and other information available, you will be well informed and prepared for the years ahead. You will find additional information through our counseling department, the local library, the internet, and through colleges which specialize in your areas of interest. If you will ask questions and look for answers, the information will come.

College Preparation Checklist

Freshman year

- ___ Review the requirements for high school graduation
- ___ Review the classes to be taken during your freshman year
- ___ Set high academic goals and determine to do your best
- ___ Begin thinking about what fields of study may be found in your areas of interests
- ___ Pray for God's leadership in your academic decisions

Sophomore year

- ___ Review the requirements for graduation
- ___ Review the classes to be taken during your sophomore year

- ___ Take the PSAT offered through the school in October
- ___ Gather information on career fields in your area of interest
- ___ Research colleges offering course work in your area of interest(Include Christian colleges)
- ___ Consider taking the ACT or SAT in April or June
- ___ Continue to pray for God's leadership in your education

Junior year

- ___ Review the requirements for graduation
- ___ Review the classes to be taken during your junior year
- ___ Consider taking the PSAT offered through the school in October
- ___ Begin visiting colleges which are of interest to you
- ___ a. Discuss with an admissions counselor the following:
 1. The academic entrance requirements
 2. An overview of your chosen field of study
 3. Employment opportunity projections for your chosen field of study
 4. The social makeup of the student body
 - a) Is it a spiritually sound institution
 - b) If it is a secular college, is there an active Christian organization on campus
- ___ b. Discuss with a financial counselor the following:
 1. The tuition and fees
 2. Projected increase in tuition over the next five years
 3. Available scholarships offered through the college
- ___ Take the ACT or SAT during the winter and again in the spring
- ___ Pray for God's direction in your college decisions

Senior year

- ___ Review the requirements for graduation
- ___ Review the classes to be taken during your senior year
- ___ Narrow your college selections to three or four
- ___ Take the ACT or SAT in October
- ___ Apply to your selected colleges in the fall
- ___ Retake the ACT or SAT in December if needed
- ___ When you receive the letter of acceptance from each college, review the scholarship offers you have received
- ___ Revisit the colleges if necessary
- ___ Follow through on all scholarship offers
- ___ Continue to seek God's direction in your college decisions
 - ___ Make you final decision on college attendance Senior year

College Resources

ECS Counseling Department

1. Various college brochures and catalogs
2. The Best Colleges: Princeton Review
3. Profiles of American Colleges
4. Barrons's SAT 1
5. ACT/SAT registration application
6. Peterson ACT Test Prep registration
7. Peterson's College Information Center

Internet

1. www.ecampustours.com
2. www.fastweb.com
3. www.collegescholarships.com
4. www.studentrewards.com
5. www.collegeview.com