

FACS



First Assembly Christian School

1827 NE 14th Street
Ocala, Florida 34470
Phone: (352)351-1913

Family Handbook

First Assembly Christian School does not discriminate on the basis of race, sex, national or ethnic origin, and disabilities.

Revised 07/21/2014

Table of Contents

ABOUT FIRST ASSEMBLY CHRISTIAN SCHOOL

VISION AND STATEMENT OF PURPOSE	1
MISSION	1
NOTICE OF NONDISCRIMINATORY POLICY	1
PHILOSOPHY OF EDUCATION	1
STATEMENT OF FAITH	2
ACCREDITATION	2
SCHOOL PLEDGES	3
CURRICULUM	3

ADMISSIONS

ADMISSION PROCEDURES	4
FINANCIAL	4
<i>Registration Fee</i>	4
<i>Payment Agreement</i>	5
<i>Past-Due Tuition</i>	5
<i>Returned Checks</i>	5
<i>Student Withdrawal</i>	5
<i>Request of Records</i>	5
<i>Additional Expenses</i>	6

SCHOOL POLICIES & PROCEDURES

ACADEMICS	7
<i>Philosophy</i>	7
<i>Conduct Grade Guidelines</i>	7
<i>Report Cards</i>	8
<i>Physical Education Class Grading</i>	8
<i>Honor Roll</i>	8
<i>Academic Intervention Plan</i>	9
<i>Academic/Conduct Probation</i>	9
<i>Specialized Programs for Failing Students</i>	9
<i>Parent/Teacher Conferences</i>	9
<i>Promotion Requirements</i>	9
<i>Graduation Credit Requirements</i>	10
<i>Bright Futures</i>	10
<i>College Entrance</i>	10
<i>Transferring Credits</i>	10
<i>Transferring Students</i>	11
<i>Homework</i>	11
<i>Tests and Quizzes</i>	11
<i>Incompletes</i>	11

ATHLETICS	12
<i>Eligibility</i>	12
<i>Academic Eligibility</i>	12
<i>Attendance</i>	12
<i>Sportmanship</i>	12
ATTENDANCE	12
CAFETERIA	13
CRISIS MANAGEMENT	14
DISCIPLINE	14
DRESS CODE	15
DROP-OFF, PARKING AND PICK-UP	16
EXTENDED CARE	16
FUNDRAISING	16
MEDICAL	16
OFFICE	17
TECHNOLOGY	17



ABOUT

**FIRST
ASSEMBLY
CHRISTIAN
SCHOOL**

ABOUT FIRST ASSEMBLY CHRISTIAN SCHOOL

VISION AND STATEMENT OF PURPOSE

The faculty and families of First Assembly Christian School have committed ourselves to the ministry of developing an educational and care program that is worthy of trust.

MISSION

It is the mission of First Assembly Christian School to provide a Christian environment where children from all walks of life can grow and learn together academically and spiritually.

NOTICE OF NONDISCRIMINATORY POLICY

First Assembly Christian School, a ministry of First Assembly of God of Ocala, admits students of any race, sex, nationality or ethnic origin, and disabilities to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, sex, national or ethnic origin, and disabilities.

PHILOSOPHY OF EDUCATION

Foundational Truths: First Assembly Christian School is a Christian educational program, offering sound academic training founded in God's Word, which enhances the development. An education program must develop the total person: spirit, mind, and body. The God of all learning and knowledge is revealed through the educational process as the student attains to the height and calling that God has purposed for him. The home, the school, and the church should complement each other to promote the proper development of each student. The home, church, and school experience should prepare the student for a life of devotion and service to God. A child is more than a being with a mind and a body. He is a "living soul" formed from the earth, breathed upon by the Spirit of God. The revelation and knowledge of God the Father must be given to him through knowledge of God's Son, the Lord Jesus Christ.

Responsibility of the Parents: Parents bear the primary responsibility for the education and training of their children. The school supplements but does not replace the home in this responsibility.

Responsibility of the Church, Home, and School: It is the duty of the church to aid the individual believer in fulfilling his personal responsibilities, one of which is the training of his children. This school functions under the direction, authority, and spiritual leadership of the Principal, School Board and Senior Pastor of First Assembly of God Church.

Responsibility of the Educator: Education involves cultivating and instructing the student in wisdom, knowledge, and skills. Students must be trained to effectively speak and write the language, read for knowledge and understanding, and gain knowledge and a sense of appreciation in the study of the various subject disciplines. God has given different abilities to

each student. It is the teacher's responsibility to challenge each student according to his or her ability and endeavor to teach that student at his or her academic level. In accomplishing these goals, the teacher is the single most important role model other than the parents. The teacher stands in the place of the parent in the school setting.

Responsibility of the Student: Education involves training students to reach their highest potential in order that they may fully embrace their place in society and in the Kingdom of God.

Man was called to glorify God and to inherit and have dominion over the earth. In order to carry out this high calling, students must be fully trained in spirit, mind and body.

STATEMENT OF FAITH

First Assembly Christian School is a ministry of First Assembly of God of Ocala.

WE BELIEVE...

The Scriptures are inspired by God.

There is only one true God.

God's son, Jesus, was both human and divine.

Man willingly fell to sin.

Every person can have restored fellowship with God through salvation.

Water baptism is presented by immersion after repenting of one's sin and receiving Christ's gift of salvation.

Holy Communion (the Lord's Supper) is put into practice as a symbolic remembrance of Christ's suffering and death for our salvation.

The Baptism in the Holy Spirit is a special experience following salvation.

The initial, physical evidence of the Baptism in the Holy Spirit is speaking in tongues.

Sanctification initially occurs at salvation.

The Church has a mission to seek and save all who are lost in sin.

A divinely called and scripturally ordained leadership ministry serves the Church.

Divine healing of the sick is a privilege for Christians today.

The Blessed Hope – when Jesus raptures His Church prior to His return to Earth.

The Millennial Reign of Christ will occur when Jesus returns with His saints at His second coming and begins His benevolent rule over earth for 1,000 years.

A final judgment will take place for those who have rejected Christ.

Christ is preparing new heavens and a new earth for all people, of all time, who have accepted Him.

ACCREDITATION

First Assembly Christian School is fully accredited with Florida League of Christian Schools (FLOCS) / International League of Christian Schools (ILCS) and the Southern Association of Colleges and Schools Council on Accreditation and School Development (SACS CASI).

SCHOOL PLEDGES

All students should memorize the pledges and mission statement.

American Flag

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible with liberty and justice for all.

Christian Flag

I pledge allegiance to the Christian flag and to the Savior for whose kingdom it stands, one Savior, crucified, risen, and coming again with life and liberty for all who believe.

Bible

I pledge allegiance to the Bible, God's Holy Word. I will make it a lamp unto my feet and a light unto my path. I will hide its words in my heart that I might not sin against God.

First Assembly Christian School Mission Statement

It is the mission of First Assembly Christian School to provide a Christian environment where children from all walks of life can grow and learn together academically and spiritually.

CURRICULUM

Bible is the first class taught every morning at every grade level. The Word of God is the foundation of our school. In an effort to "train a child in the way he should go," we use the Bible (New International Version) as our main curriculum for this subject. It is our desire to build godly character. We take opportunity throughout the day to interweave Scripture into each subject where possible.

For grades kindergarten through 5th, ABeka Book Curriculum is used, as well as other supplemental material, including technology.

For grades 6th through 10th, Glencoe Math, Accelerated Math, Accelerated Reader, Holt Reading/Literature, Bob Jones history and science, Ignitia, and various supplemental materials are used.



ADMISSIONS

ADMISSIONS

ADMISSION PROCEDURES

First Assembly Christian School (FACS) uses an application process for determining qualified candidates. Application packets are available through the Front Office, or can be downloaded from our website.

Our admissions process entails the following steps:

- Parents should complete and return the application form. Test scores or other pertinent information should be included.
- A personal interview with the principal.
- Taking an entrance exam.
- All fees due at this time are to be paid.

Please Note: All new admissions are probationary and subject to review for the first semester. Under the most stringent of circumstances, a student with unsatisfactory grades may be accepted to repeat their current grade if they have demonstrated satisfactory conduct. FACS reserves the right to transfer any student demonstrating poor conduct and/or grades.

The family must agree to work in partnership with the school and support the school in training the child. If full support cannot be given, the parents may be asked to withdraw their child from FACS.

With these prerequisites met, parents will receive notification of their child's status concerning acceptance in the school.

NOTE: Registration is not complete until:

- Enrollment/re-enrollment form is completed
- Health forms, birth certificate and tests are given to registrar
- Interview with principal is completed
- Payment of required fees

FINANCIAL

Registration Fee

The registration fee must accompany the Registration Form. Registration Fees are non-refundable unless the student was placed on a waiting list due to full class enrollment.

Payment Agreement

Parents enrolling a child are responsible for payment of all tuition, fees, and related costs. Any financial arrangements made between a parent and a third party concerning the payment of fees, wrap-around fees, and tuition are the private concerns of the parent(s) and do not involve the school. FACS is not responsible for collecting any delinquent fees from a non-custodial parent, relative, scholarship funding organization or a benefactor who does not have a written agreement with FACS. Unless there is a court order (on file with FACS) holding another party responsible for any unpaid tuition, the enrolling parent will be held responsible for all fees and costs.

Past-Due Tuition

Christian schools like other organizations cannot operate without funds. Therefore, it is imperative that tuition and fees be paid promptly. All monthly tuition payments must be paid by the 10th day of each month. A late charge of \$10.00 will be assessed if tuition is paid after the 10th day.

It is the policy of First Assembly Christian School and Daycare to withhold grades/report cards when accounts become more than 30 days past due. Students are subject to withdrawal when tuition accounts become more than 60 days past due. When a student is withdrawn from a class for financial delinquency, his seat may be forfeited to the next student on the waiting list for the respective class.

Returned Checks

A returned check fee of \$25.00 will be charged for checks returned for non-sufficient funds. This applies to all payments to FACS including, but not limited to, tuition, book fees, lunches, athletic fees, school pictures, and activity fees.

Student Withdrawal

In the event of withdrawal/expulsion, a one-month tuition penalty is due. Students transferring from other schools will not be accepted if they have not paid tuition and fees at their previous school.

Request of Records

Parents or guardians may request a copy of their child's Report Card in the event of loss. Report Cards are not released to parents when prohibited by a court order (the court order must be on file with FACS). For matters of confidentiality, FACS will not release records to anyone (other than school and judicial entities) without parental approval. Requests must be made in writing, proper ID must be provided, and a one-day processing time may be required. Non-custodial (divorced), biological parents may request a transcript unless prohibited by law. In instances of student withdrawal or transfer, official transcripts are forwarded to the next enrolling school.

Additional Expenses

Below is a list of expenses not included in tuition:

Initial Fees: \$450.00

Sports: \$50.00 per sport (\$80.00 if two or more in family)

Field Trips: All field trips will have a basic fee to cover travel costs, food, and any
Admission fees

School Pictures: varies depending on package selected

Middle/High School Social Events: varies due to event



SCHOOL

POLICIES

AND

PROCEDURES

SCHOOL POLICIES & PROCEDURES

ACADEMICS

Philosophy

First Assembly Christian School (FACS) encourages all students to do all that they do with excellence. They should strive to do their very best at all that they do.

It is essential that a student be evaluated in terms of his or her skills and achievements in relation to the achievement of others in his or her class. However, it is recognized that all students are individuals and learn at different rates. The expertise of the teacher enables a careful blending of this subjective and objective information in determining the best evaluation of the child.

At FACS, the following grading system is to be used for purposes of evaluating the student's progress:

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

Conduct Grade Guidelines

Conduct grades reflect trends over the period of nine weeks. A point system for tabulating conduct grades is used by the teacher.

E/A = Excellent. This grade is given to the ideal student. They assist the teacher in making the class a success. Attitude and actions are positive, constructive, and they are a glowing example to the other students. Teachers can trust this student to take leadership roles, or carry on tasks without supervision.

G/B = Good. This grade is for the student that is a pleasure to have in class. They are not going above and beyond to be a blessing, but they are a positive addition to the class. They are responsible students and do not require correction.

S/C = Satisfactory. Students earning this mark have demonstrated an average performance, free of distressing misbehavior. They are attentive, clued in and do not resist class participation.

N/D = Needs Improvement. This grade is earned by the student that is disruptive in class. Frequent correction is required. This student has been moved in class to prevent further disruption. Their behavior affects other students in a negative way. This mark is a request to the parent for assistance in bringing about correction to their child.

U/F = Unsatisfactory. This mark is held for students who are extremely disruptive and show consistently bad attitudes and behavior. They do not seem to respond to correction.

Elementary				Secondary			
Progress Reports		Report Cards		Progress Reports		Report Cards	
Grade	Points	Grade	Points	Grade	Points	Grade	Points
E	0-2	E	0-5	A	0-1	A	0-3
G	3-4	G	6-10	B	2-3	B	4-7
S	5-6	S	11-14	C	4-5	C	8-11
N	7-8	N	15-17	D	6-7	D	12-15
U	9 & up	U	18 & up	F	8 & up	F	16 & up

Report Cards

The following grading system is to be used for purposes of evaluating the student’s progress:

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

Grade reports are issued at the end of each nine-week period. Midterm grades will be reported at the middle of the nine week period. Report envelopes must be signed and returned. Parents will be able to access their child’s grades from a parent portal with a password to allow them to view their child’s information only.

Physical Education Class Grading

FACS strives to provide an education that provides for the physical as well as the mental, emotional, social, and spiritual needs of man. All students are expected to participate in PE classes. Grades are based on participation, conduct and testing on particular sports rules used in a nine week period. A student will not be excused from more than three physical education classes in a nine-week period without a written note from a physician.

Honor Roll

Numerical grades will show on report cards, grade books and grade sheets. Letter grades and percentages will be put on permanent records. There are three Honor Rolls:

- | | |
|----------------------------------|---------------|
| 96 - 100 | Highest Honor |
| ALL As | A Honor |
| ALL As & Bs | A/B Honor |
| Academic Achievement Improvement | Merit |

Any student who receives a “C” in ANY subject on the final overall GPA will not be eligible for the Highest Honor, A or A/B Honor; however, they may be eligible for Merit. All the teachers of this student must agree that there has been academic achievement improvement.

Academic Intervention Plan

Parents are urged to contact teachers when grades are below 80%. Teachers may be contacted by calling the school office (352-351-1913) or by their e-mail.

We suggest you review your child's progress regularly and give approval and encouragement.

Academic/Conduct Probation

A student may be placed on Academic Probation any time they have dropped below their capability level. Parents are notified and given an explanation.

Students with less than a 70% GPA may not participate in school organized sports activities.

Specialized Programs for Failing Students

Specialized programs (i.e. remedial coursework) are available for grades K5-10. Students will be provided individualized instruction in areas of low performance.

The parent and teacher should make sure struggling students are involved in tutoring. The teacher may initiate a period of reduced or specialized work for a struggling student with an IEP or 504 Plan. The program should be as brief as possible to avoid having to remark on the nine-week Report Card, "Working Below Grade Level." However, when over half of a grading period is specialized for a student, the Report Card will have to have such a notation. Reduced workload or tests will be graded on a percent scale to equate the specialized student to the rest of the class.

Parent/Teacher Conferences

Parent/Teacher Conferences are scheduled in the beginning of the school year, and as needed throughout the year by the teacher. You can schedule conferences through the office at any time that you may need to do so.

Promotion Requirements

Students must be in regular attendance to be promoted. **Students who are absent in excess of 15 days a semester will not be promoted unless a plan to compensate for the absences can be arranged.**

Students must demonstrate proficiency in core subjects in order to be promoted. A below-grade-level performance in math, language arts, science, or history indicates the student is not yet ready for the more advanced concepts in the following years. Therefore, students receiving "D's" and

“F’s” in those courses are considered for repeating the year. Students in 9th and 10th grade must have a “D” or better to receive a credit in a class. A failed semester must be made up.

Grade/Credit Requirements

For high school graduation, students must earn a minimum of 24 credits in 9th – 12th grade, with no credit granted for athletic or extracurricular activities. Except in the areas of English and mathematics, no student may be required to take more than maximum number of credits; however, students may elect to take additional credits in any area.

4 Credits:	English (Grammar, Composition, Literature)
4 Credits:	Mathematics (Algebra I or higher level)
3 Credits:	Science (Laboratory experiences will be provided in at least 2 of the 3 courses)
3 Credits:	Social Studies (1 credit World History, 1 credit U.S. History, ½ credit US Government and ½ credit Economics)
1 Credit:	Physical Education (Athletics or Physical Education class)
1 Credit:	Fine Art (Art, Drama, Vocal Music)
8 Credits:	Electives (4 credits Bible)
24	Total Credits Required

Bright Futures

The 16 required credits that count toward the Bright Futures Scholarship are 4 English, 4 mathematics (Algebra and above), 3 science (2 with labs, 3 social science, and 2 foreign language (within the same language). Only core courses in the above categories are counted in the GPA (does not include electives). Up to three additional courses in the academic areas listed above maybe used to raise GPA.

College Entrance

It should be noted that every college has different entrance requirements that may or may not be met by FACS (i.e., advanced placement classes, honor classes, etc.). It is strongly suggested that parents contact all universities and colleges that they are interested in their children attending to determine admission requirements.

FACS desires to assist in communicating with college admission counselors regarding the admission process. Parents may contact the office for such assistance

Transferring Credits

As an SACS CASI accredited school, FACS’s credits should be recognized by all other public schools and colleges. However, policies vary from place to place and state to state, and there

may be unforeseen issues prohibiting the transfer of credits. Assistance is offered by the FACS administration in contacting potential school districts into which students may move.

Transferring Students

1. School office requests to be notified two school days in advance of date of transfer.
2. No school records may be transferred if there is tuition or fees outstanding.
3. A transfer form must be signed by parent or guardian before leaving the school.

Homework

Homework is an important part of the academic program as well as helping to teach responsibility. Parents should support this by designating a time and place for it to be done. Average time required should be 45 minutes for elementary and one hour for middle school students per day. For every 3 missing homework assignments, a student will be in detention. On the 3rd detention for missing homework assignments, a student will be put on Academic Probation. If the behavior does not improve, it could result in being dismissed from FACS.

Tests and Quizzes

All tests and quizzes are to be taken the day they are scheduled. If a test or quiz is missed due to an illness or family emergency, it will be rescheduled within two days upon return (a note concerning illness or family emergency is required).

Prolonged test delays adversely affect the student's performance, and hinders their ability to keep up with the class. A test or quiz that is missed due to vacations and/or non-emergency situations will be administered the day the student returns to class. Missed tests or quizzes due to skipping class or being suspended will be given a zero.

Students having missed a review session prior to a test must still take the test when it is scheduled. All classwork and homework should be turned in the day the student returns from vacation or non-emergency absences.

Please Note: If a student is absent on a test or quiz day, they will be required to make-up the test or quiz after school on the day they return.

Incompletes

An Incomplete issued as a grade at the end of a nine-week grading period must be completed within a week of issuing the Report Card. Averaging existing grades and issuing a final grade no better than a "C" will satisfy Incompletes at the end of the school year.

ATHLETICS

Eligibility

The sports program at FACS is designed to help students develop spiritually, physically, emotionally, and socially (being part of a team). Usually, more students desire to participate in team sports than can be accommodated. Coaches make selections based on ability and attitude. FACS is a member of the Kingdom Sports Conference.

Academic Eligibility

To participate in athletics, students must maintain a “C” average in all graded subjects, and exhibit a cooperative cheerful spirit in the classroom and on the field. A student may be removed from the team or suspended from a number of games for poor attitude or misbehavior. During the sport season, if any team member receives a detention, he MUST serve the detention even if it interferes with the game. For every detention a team member receives during the season, he will miss part of the game. This is at the Principal’s and Coach’s discretion.

Attendance

Students must be in “regular attendance” in order to engage in practice or participate in a contest. Students may still attend or participate in practices or games if they miss classes due to an excused absence such as school trip, doctor appointment (with official documentation), etc. Decisions regarding the validity of an excused absence are made by the principal. If the student has been ill due to a communicable disease, the student MUST have a signed doctor’s release to return to school.

Sportmanship

Student Conduct: As members of athletic teams, students are high-profile representatives of FACS. Students are expected to act in an appropriate manner. Any act of unsportsmanlike or inappropriate conduct will be dealt with swiftly. The following behavior is inappropriate and will not be tolerated: fighting, profanity, and possession of, use of, or being under influence of alcohol, tobacco or drugs.

ATTENDANCE

First Assembly Christian School & Daycare follows the FLOCS/SACS CASI guidelines for the required number of school days. Students must be in regular attendance to be promoted.

Students who are absent in excess of 15 days a semester will not be promoted unless a plan for compensating for the absences can be arranged.

School work will be made up for any absence. To make up work, students are allowed one day for each day’s excused absence.

Reasons for an excused absence or tardy would be for the following: personal illness or injury or family illness, death in the family, documented appointments with healthcare professionals, court appearances, automobile accidents or breakdown on the day in question, 4-H sponsored competitions that are educational in nature (a letter must be provided from Event Coordinator on event letterhead prior to absence).

Florida Statute 1003.26 requires that an absence must be explained. All other absences are considered unexcused.

Unexcused absences are instances of missing class due to non-emergency reasons: needing gasoline, train delays, oversleeping, heavy traffic, vacations, etc. Students are responsible for all class work/homework and must make up any test/quizzes upon the day of return.

A parent is required to sign a child in at the school office when the child is tardy.

Students experiencing excessive tardies (more than 10 per semester) will subject the parents to a \$100.00 fee to compensate the teacher for the extra work that had to be done to help them catch up.

Tardy Policy:

- Three to five unexcused tardies in any 9 week grading period will result in a detention for grades K5-8. (K5-3, 30 minutes; 4-10, 45 minutes)
- Six to eight unexcused tardies will result in an in-school suspension.
- Nine or more unexcused tardies in any 9 week grading period will result in a detention with a \$100.00 charge. This charge will be added on to the child's tuition fee.

Parental signature is required for an excused tardy or absence.

School begins at 8:30 am for every class. Students will be considered tardy at 8:35 am.

Students picked up during school hours must be checked out through the school office. **Students will only be released to authorized persons.**

CAFETERIA

First Assembly Christian School & Daycare provides a hot lunch program. We participate in the National School Lunch Program. Nutritious meals are provided daily. Lunches are \$3.00 and to be paid in advance, unless your child qualifies for free or reduced lunches.

CRISIS MANAGEMENT PLAN

In the event of electrical power interruption lasting more than 72 hours, every effort will be made to acquire portable electrical generators sufficient to provide continued school/daycare operations.

In the event of damages to the buildings, the school/daycare will resume operations as soon as a qualified engineer certifies the building for occupancy. An engineering firm will be called for immediate response in this event. It is anticipated that this should occur not later than 48 hours after the damage occurs or the event/storm has passed.

In the event of catastrophic loss of building facilities, school/daycare operations will resume at a temporary location rented for that purpose as soon as practical. Such store front/commercial locations as are available will be contacted immediately to secure short term leases while repairs are conducted on the First Assembly facilities.

DISCIPLINE

Hebrews 12:11 “No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been TRAINED by it.”

Discipline is the overall condition of order and control created by training, restraint, and example. Such an environment should be created in the home and at school in order to develop the desirable characteristics of obedience, respect, kindness, understanding, and love.

Discipline, the word itself, comes from a root word meaning learner, “disciple.” Discipline should not be negative. Discipline must be balanced. Firmness minus love becomes harsh. Love without firmness is sentimentality. Both errors produce problems, rather than solve problems.

Disciplinary procedures include, but are not limited to:

- Verbal reprimand
- Additional work assignment
- Extra Duty work assignment
- Parent/Teacher/Student conferences
- Principal conference
- Lunch Isolation/After school detention
- Out-of-School Suspension (1-3 days)
- Academic/Behavioral probation
- Expulsion

Some behaviors may be egregious enough that dismissal is immediate; i.e. bringing a gun or knife to school, violence toward teachers or fellow students, deliberate destruction of property, etc.

DRESS CODE

Students are to maintain a professional appearance at all times.

- No extremely tight or saggy/baggy clothes
- No cut-offs or damaged/torn clothing
- No cleavage or undergarments showing
- No sleeveless shirts
- Hair color and makeup must be natural looking
- Belts are not required in K5-4th grade if shorts/pants have elastic waistband **without** belt loops

Official School Uniform for field trip/events: Royal blue shirt and Khaki/tan bottoms

Official School Uniform polo shirt colors with the school emblem are: royal blue, navy blue, white, and pale yellow.

Boys

Shirt: Official school polo shirt; Shirts **MUST** be tucked in at all times.
Pants/shorts: Khaki/tan or navy **ONLY**; solid colors
K5-5th grade: Blue jeans **NO** tears, frays or faded **NO** skinny jeans **Fridays ONLY** with current 8th grade t-shirt
6th-10th grade ONLY: Blue jeans **NO** tears, frays or faded **NO** skinny jeans
Belt: Black or brown, solid colors (exception, see above)
Shoes: Sneakers are worn everyday (no boots, sandals, or Heelies)
Hair: Trimmed neatly; natural color
Jackets: Hoodies/Sweatshirt **MUST** have school logo; jackets must zip

Girls

Shirt: Official school polo shirt; Shirts **MUST** be tucked in at all times.
Pants/shorts
Jumper/skirt/
Skort: Khaki/tan or navy **ONLY**; solid colors
Shorts/skorts **MUST** be a *minimum of mid thigh length*
Jumper/skirt **MUST** be *knee length (minimum)*
6th-10th grade ONLY: Blue jeans **NO** tears, frays or faded **NO** skinny jeans/
jeggings
Belt: **NOT required** in **K5-4th grade** if shorts/pants have elastic waistband **without** belt loops
Required in **5th-10th grade**
Shoes: Sneakers are worn every day. (no boots, sandals, or Heelies)
Jackets: Hoodies/Sweatshirt **MUST** have school logo; jackets must zip

DROP-OFF, PARKING AND PICK-UP

Parents are required to pick up their children on time from school. Extended care (Wrap-Around) is provided for children age 12 and younger. Children who are here past 3:30 pm will be placed in extended care (wrap-around) and charged for this service. Seventh and eighth grade students are required to be picked up by 3:30 pm, unless participating as a team member of a school-sponsored athletic practice or game, after-school tutoring, after-school detention, or field trips. Students participating in the above mentioned events must be picked up at the specified time of conclusion.

EXTENDED CARE

Extended Care (Wrap-Around) is provided for children 12 years of age or younger. The hours for extended care (wrap-around) are 6:30 am- 6:00 pm. Children who arrive at 7:30 am or after are not charged. Children who are here past 3:30 pm are placed in extended care (wrap-around). The cost is \$10.00 daily or \$40.00 for the week, **except during Christmas break, Spring break, and Summer.** The late pick-up fee is \$1.00 per minute per child. The fees are due on Monday of each week before the care is given.

FUNDRAISING

First Assembly Christian School and Daycare works diligently to provide Christian education at an affordable price. Fundraising is conducted to assist with the cost of purchasing “extras” for our students and school. Two major fundraisers will be conducted during the school year. All students/parents are expected to participate. Unless otherwise specified, proceeds from fundraisers will be used for the ongoing development of the school’s educational program.

MEDICAL

Parents are required to provide necessary medical history for students attending FACS. This includes immunization certification as required by Florida law. Emergency medical information is also required.

If any student requires attention due to a physical or medical problem, full instructions should be given to the school office.

All medicines, prescribed or un-prescribed, **MUST** be kept in the school office in a secured location.

No student will be allowed to have medicine of any kind in his possession.

If it is necessary for a student to take medicine at school, the parent/guardian **MUST** sign-in the medication on the medical form in the school office. Medications must be in the pharmacy container (bottle, tube, etc.) in which they were issued. Over-the-counter medication **MUST** have a pharmaceutical label on it.

If a child is severely injured, paramedics will be called first, then the parent.

OFFICE

Parents are not permitted to disturb classes by talking to the teacher during class times or while teachers are supervising children at car line. Arrangements should be made to meet with the teacher after school hours. Parents of students should feel free to request conferences with the principal or teacher any time they have concerns or questions. All parents, vendors, and anyone else who arrives on campus **MUST** sign in at the school/daycare office and pick up a visitor's pass. Before leaving campus, the visitor **MUST** sign out and return the visitor's pass.

Permission for parties and other extra-curricular activities must be scheduled through the principal's office.

Information should be obtained through the principal's office. This will be the first place to get the facts.

TECHNOLOGY

The school's information technology resources and Internet access are provided for educational purposes. Adherence to the following policy is necessary for continued access to the school's technological resources:

Staff and Students must:

1. Respect and protect the privacy of others.
 - Use only assigned accounts.
 - Not view, use, or copy passwords, data, or networks to which they are not authorized.
 - Not distribute private information about others or themselves.
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - Observe all network security practices, as posted
 - Report security risks or violations to a teacher or administrator.
 - Not destroy or damage data, networks, or other resources that do not belong to them, without clear permission of owner.
 - Conserve, protect, and share these resources with other students and Internet users.
3. Respect and protect the intellectual property of others.
 - Not infringe copyrights (no making illegal copies of music, games, or movies!).
 - Not plagiarize.
4. Respect and practice the principles of community.
 - Communicate only in ways that are kind and respectful.
 - Report threatening or discomfoting materials to teacher or administrator
 - Not intentionally access, transmit, copy or create material that violates the school's code of conduct (such as messages that are pornographic, threatening, rude, discriminatory, or meant to harass).

- Not intentionally access, transmit, copy, or create material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works).
- Not use the resources to further other acts that are criminal or violate the school's code of conduct.
- Not send spam, chain letters, or other mass unsolicited mailings.
- Not buy, sell, advertise, or otherwise conduct business, unless approved as a school project.

Staff and Students may, if in accord with the policy above:

1. Use computers and technology for research applications and online classes with a teacher's or administrator's permission.
2. Use the resources for any educational purpose.

Consequences for Violation: Violations of these rules may result in disciplinary action, including the loss of a staff member's job or a student's privileges to use the school's information technology resources.

Supervision and Monitoring: School and network administrators and their authorized employees monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.