



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.**

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WELCOME!

Welcome to our First Assembly Christian School family! We are pleased God has called you to serve Him together with us!

We have designed this Family Handbook to acquaint you with First Assembly Christian School and provide you with information about our school, dress codes, attendance and some of the policies affecting your students. *Please keep this handbook readily available for future references.*

You should read, understand, and comply with all provisions of this handbook. As we hope you will see by the policies contained in this Family Handbook, FACS is committed to providing an environment that is pleasing to the Lord and that is conducive to spiritual, personal, and educational growth.

-First Assembly Christian School Staff

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About First Assembly Christian School

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 Statement

It is the mission of First Assembly Christian School to create a loving community where students are encouraged to grow to their full potential in order to fulfill their God-given purpose.

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.

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/her. 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/She 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/her personal responsibilities, one of which is the training of his/her children. This school functions under the direction, authority, and spiritual leadership of the principal, school board, and senior pastor of the 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 Ocala First Assembly of God.

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 into sin.

Every person can have restored fellowship with God through salvation.

Water baptism by immersion is presented 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 the Association of Christian Teachers and Schools (ACTS), and the Southern Association of Colleges and Schools Council on Accreditation and School Development (SACS CASI).

Admissions

Notice of Nondiscriminatory Policy

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

Admissions Procedures

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

Our admissions process entails the following steps:

1. Parents should complete and return the application form. Test scores or other pertinent information should be included.
2. Both the student and parent will have a personal interview with the principal.
3. The student will take an entrance exam.
4. The principal will meet with the teacher who administered the entrance exam to discuss the results, and then the principal will meet with the parents to discuss the best grade level option for the student.
5. All fees due at this time are to be paid, if not providing a scholarship letter at time of acceptance.

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

First Assembly Christian School will attempt to promptly resolve all disputes in a respectful manner. We request that parents address disputes in a respectful manner. Hostility, profanity, threats, harassment, or abuse from parents is grounds for dismissal.

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 not receive notification of their child's status concerning acceptance into 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

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.

For students transferring to another school, the school office requests to be notified two school days in advance of the date of transfer. No school records may be transferred if there is tuition or fees outstanding. A transfer form must be signed by a parent or guardian before leaving the school.

Preschool Specific:

In the event of withdrawal, a two week notice is required.

Pre-Registration for the Following School Year

The pre-registration for the following school year takes place during the 3rd quarter of the school year. The first two weeks of the pre-registration period are designated for currently enrolled students and their siblings. After the initial two week period, the registration is then open to the general public and those on the student waiting list. (The school office begins a waiting list immediately upon the return from Christmas Break.) Any current students and siblings who do not register during the initial two week pre-registration period will not be guaranteed a seat for the following school year.

Financial

Registration Fee

The registration fee must accompany the registration form. Registration fees are nonrefundable 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.

Preschool Specific:

Weekly fees are due Monday of each week and are non-refundable. Fees must be paid on time. The weekly fee is due each week the child is enrolled in preschool regardless of the number of days the child actually attends, with the exception of extended illnesses. If fees are not paid by the following Monday, the child care services will no longer be provided. Your family is allowed one week for sickness and one week for vacation with no tuition charge during our fiscal year, July 1st- June 30th.

If you receive School Readiness assistance, you are responsible to pay the daily fee set by ELCMC, as well as the difference between the reimbursement rate and our weekly fee rate. Although School Readiness only pays for the days that your child attends, you are responsible to pay the full rate regardless of the number of days your child actually attends. If your child is absent due to illness, your days will be excused with a doctor's note. You get no more than 10 days excused by a doctor's note in one month.

Our hours are 6:30 a.m. – 6:00 p.m. for full-time students, and 8:00 a.m. – 12:00 p.m. for part-time students (K3 and VPK). Late fees will be charged at the rate of \$1.00 per minute for each student.

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 insufficient funds. This applies to all payments to FACS including, but not limited to, tuition, book fees, lunches, athletic fees, school pictures, and activity fees.

Request of Records

Parents or guardians may request a copy of their child's records in the event of loss. Records 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: \$650.00

PE/Sports: \$50.00 for PE applies to all students K5-9th grades (\$50.00 per student for each additional sport played)

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

School Pictures: varies depending on package selected

Middle/High School Social Events: varies due to event

General Policies

Parking/Traffic Pattern

The parking lot is a one-way parking lot during specific times of the day (from 7:30 a.m.-9:00 a.m. and from 2:30 p.m.-4:00 p.m. to help drop-off and pick-up run smoothly and safely). You may enter the parking lot from the back entrance off of 19th Avenue or the front entrance off of 14th Street on the west side of the church. Please do not park in front of or under any of the awnings. You need to park in the spaces provided. We ask that you watch your speed and follow the parking and traffic patterns. It is for the safety of your child.

Arrival and Dismissal

Preschool Specific: There is a sign-in/out book on the preschool counter in the school/preschool office. When you drop your child off or pick your child up, you must come to the school/preschool office and sign your child in or out. You will be given a card with your child's name on it to be able to take your child to class. Your child WILL NOT be accepted or released from class by the teacher without the card from the office. It is for the safety of your child.

We will release your child only to the adults on the pick-up list on record in the office. Only those persons listed on your enrollment form are authorized to pick up your child. Please understand that we can only release your child to persons that are 18 or older. Be prepared at all times to show a valid driver's license. NO PERMISSION by phone or fax is allowed; NO EXCEPTIONS. The safety of your child is top priority with us.

Extended Care

Extended Care (Wrap-Around) is provided for students through 12th grade during normal school days/ hours. The hours for extended care (Wrap-Around) are 6:30 a.m. - 6:00 p.m. Children who arrive at 7:30 a.m. or after are not charged. Children who are here past 3:00 p.m. are placed in extended care (wrap-around). The cost is \$15.00 daily or \$60.00 for the week, **except during Christmas break, Spring break, and summer and early release days. During these**

times extended days (Wrap-Around) is only offered to students 12 years and younger at \$22.00 a day. 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.

Preschool Specific: VPK Wrap-Around is from 6:30 am - 6:00 pm.

Attendance

First Assembly Christian School & Daycare follows the ACTS/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 must be in "regular attendance" in order to engage in practice or participate in a game. Students may still attend or participate in practices or games if they miss classes due to an excused absence such as a school trip, doctor appointment (with official documentation). Etc. Decisions about 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 on file with the front office to return to school.

Preschool Specific:

The center is open from 6:30 a.m. to 6:00 p.m.

Full-day attendance is anytime between 6:30 a.m. and 6:00 p.m.

K3 Preschool Program is 8:30 a.m. to 12:00 p.m.

K4 VPK Program is 8:15 a.m. to 11:30 a.m.

Please have your child in class no later than 8:15 a.m. Children who arrive late on a daily basis are missing out on valuable learning time and are at a disadvantage. You **MUST** call in before 9:00 a.m. if you are going to be late, so that your child will be counted in the lunch count.

Children will not be permitted to come in after 10:00 a.m. without a doctor's note. Drop off during nap time 12 pm - 2 pm is not permitted.

Tardiness

Students must be in attendance at school a minimum of 4 hours in a school day in order to be marked present. Anything below the 4 hour mark will be considered present but tardy. Anything above the 4 hour mark will be deemed an absence for that particular school day.

Parental signature is required for an excused tardy or absence. If a doctor's note or handwritten note from the parent is not presented immediately upon return to school to excuse the tardy or absence, all make-up tests and quizzes must be completed immediately upon return.

School begins at 8:00 a.m. for every class. Students will be considered tardy at 8:01 a.m. Every 5 unexcused tardies will equal 1 unexcused absence. Students are only allowed to miss 30 days in the school year.

Students picked up during school hours must be checked out through the school office.

Students will only be released to authorized persons.

Contacting Students in the Classroom

It's in the best interest of the students to be able to focus on their work during the school day. However, in cases of emergency, the legal guardian may call the school office and request to speak with their student. If the timing disrupts classroom proceedings, then the school office will take a message and have the student return the call as soon as possible. If this becomes excessive, then the school administrator will speak to all parties involved to help resolve the issue.

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, 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. Unless the student has a signed doctor's note on file to carry their inhaler on their person.

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 at school or during a school function a child is injured due to a fall or other accident, the ambulance will be called if the limb appears broken, deformed, or bone is protruding from skin. A student will not be excused from more than three physical education classes, except by a

written note from a physician. **If the student has been ill due to a communicable disease, the student MUST have a signed doctor's note release on file with the front office to return to school.**

If a child becomes ill during the day, we will attempt to reach you or the other alternative names on your enrollment form. For the welfare of all of the children, your child will be in the office while waiting for someone to pick them up.

Wellness Policy

Parents will be required to provide necessary medical history. This will include a current immunization record (blue card) and a physical examination form (within the past year.) It is required by law that a copy of the child's birth certificate is on file at the school/preschool.

*First Assembly Christian School (FACS) will continue to work with our local health department to follow current Centers for Disease Control (CDC) guidelines

If a child becomes ill during the day, we will attempt to reach you or the alternate names on your enrollment form. For the welfare of all the children, we will have to ask you to remove the sick child from the school/preschool.

NO CHILD MAY ATTEND OR REMAIN AT FACS WITH ANY OF THE FOLLOWING SYMPTOMS:

- Severe coughing, causing a child to become red or blue in the face or to make a whooping sound; difficult or rapid breathing; stiff neck.
- Green runny nose
- A temperature in excess of 101 degrees
- Vomiting
- Diarrhea (more than one abnormally loose stool within a 24 hour period)
- Conjunctivitis (pink eye)
- Lesions, sores or spots on hands, feet and mouth
- Itching associated with suspicions of scabies, impetigo or ringworm
- *Symptoms identified by CDC associated with COVID-19 i.e. cough, shortness of breath or difficulty breathing, fever or chills, muscle or body aches, vomiting or diarrhea, new loss of taste or smell or additional symptoms identified by the CDC.
- Any other unusual sign or symptom of illness

A child identified as having head lice and or nits shall not be permitted to return until the following day and only provided that treatment has occurred and has been verified by office personnel that there are not nits or lice present.

The child will be unable to return to the school/preschool until 24 hours after the last symptom without the aid of any medication. If the child has been ill due to a communicable disease, the student must have a doctor's release to return to the school/preschool.

*Children in contact with someone under quarantine for suspected or confirmed cases of COVID-19 and/or families and children that have traveled internationally in the last fourteen days will not be permitted to attend the school/preschool according to current CDC guidelines.

If it is necessary for a child to have medication during the day, you will need to fill out a medicine form in the office daily. Full instructions for administering the proper dosage MUST BE on the form including a signature from the parent. The director or office personnel will administer the medication and initial and write the time medicine was given. All medicine MUST BE in the original package with the child's name labeled on the package using a pharmaceutical label.

If a child is injured during the day, a full accident report will be written out and presented for you to sign. If necessary, you will be contacted by phone. The accident reports are kept on file in the office; however, you may request a copy. All accident claims should be made through your own insurance company before making claims to the school/preschool insurance.

*Wellness Policy subject to change according to current CDC Guidelines.

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

Immunization Policy

FACS will follow the Florida Guidelines for immunizations and immunization records.

Communicable Childhood Diseases

Upon having any of the following diseases, a child must have written consent from either a physician or health specialist to return to school, or be subject to school office approval for re-admittance:

Chicken Pox	Scabies
Measles	Ringworm
Mumps	Impetigo
Pneumonia	Pink Eye
Whooping Cough	MRSA
Coronavirus	Influenza

Or any other diseases deemed communicable by a physician.

Student Insurance

Student insurance is covered in the initial start-up fees. In the event of an emergency, insurance claims should be made with your own insurance company. Student insurance is required and is a secondary policy only.

Student Vehicles

Students with a valid driver's license will be permitted to drive their own vehicles to school. Parents are required to give written consent and register their student's vehicle with the school office and obtain a parking permit that is to be displayed in their windshield during the school day.

Students are not permitted to return to their vehicle during the school day without gaining permission from administration first.

Students are not allowed to take other students with them in their vehicles unless there is written consent from the passenger's and driver's parents on the given day. The written consent must be turned in to the school office ahead of time for the principal to approve.

Transportation of Students

Parents of FACS students must provide transportation for students to and from school.

- All parents must adhere to designated traffic patterns.
- Students may ride bicycles/walk to and from school ONLY with special written permission from the parents given to the front office each year.
- The school will provide transportation to some events not on campus.
- Drivers of church/school vehicles must hold a CDL license with passenger endorsement and must be approved by the principal.
- Athletic teams must travel on the bus together to the games. When the games are local, the parents are required to pick up their student from the place the game was played, unless prior arrangements have been made.

Visitors

It is the policy of First Assembly Christian School to make reasonable efforts to provide for the security of students, First Assembly Christian School's property, staff members, and authorized visitors. Anyone wanting to come on campus MUST have a background form on file with the front office in advance, for the current school year, the background forms DO NOT roll over into the next year. The background forms must be approved through the administrator before they will be allowed permission to come on campus, volunteer, help in a classroom, or eat lunch with their student.

Parents are not permitted to disturb classes by talking to the teacher during class times or while teachers are supervising children at the 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.

Please remember to dress modestly when visiting your student during the school day.

Permission for parties and other extra-curricular activities must be scheduled through the principal's office. Handing out invitations for off-campus parties is only permitted when every student in the class is invited.

Meals

First Assembly Christian School & Daycare provides a hot lunch through our cafeteria. 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.

Parents wanting to join their student for lunch will follow the standard visitor procedure listed above. Parents will wait in the office for their student to be called from class, and they can eat together at the picnic tables in the courtyard. In order to avoid distractions in the lunchroom, no visitors will be permitted to eat in the lunchroom (the one exception is the student's birthday). Parents need to be sure to have the students back to the office before the student's next class. Abuse of this privilege will require administrative involvement.

Preschool Specific:

We provide breakfast, lunch, and afternoon snacks for all children in our preschool program. Breakfast is served from 7:00 a.m. – 8:30 a.m.; lunch from 10:45 a.m. – 1:00 p.m.; snack from 2:00 p.m.-4:00 p.m. If your child does not like what is being served, you may pack a lunch that does not require a microwave. If your child is going to be dropped off after 9:00 a.m. Please call to let us know to add him/her to the lunch count or bring lunch in for him/her. If your child is going to arrive at the center after 10:00 a.m you must provide a doctor's note in order for them to stay.

Handbills or Sales

Any special events and campus advertising must be approved by school administration well in advance of the event.

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.

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.

Security

It is the policy of First Assembly Christian School to make reasonable efforts to provide for the security of First Assembly Christian School's property and students.

Students are prohibited from possessing firearms, other weapons, explosives or other dangerous materials on First Assembly Christian School's property or at First Assembly Christian School functions.

Students may be searched or questioned and are subject to surveillance whenever First Assembly Christian School believes this is necessary to maintain security. All personal property brought onto First Assembly Christian School's property, such as vehicles, packages, briefcases, backpacks, purses, bags, and wallets are subject to inspection and search. Any student who wishes to avoid inspection of any articles or materials should not bring such items onto First Assembly Christian School's premises.

Desks, lockers, and other storage areas or devices may be provided for the convenience of students, but remain the sole property of First Assembly Christian School. **Students have no expectation of privacy in any school-provided desk, locker or other storage area or device, computer records, or emails.** Accordingly, they, as well as any articles found within them, may be searched and inspected by any properly authorized agent or representative of First Assembly Christian School at any time, either with or without prior notice. First Assembly Christian School may remove all school property and other items that are in violation of the school's rules and policies found in these storage areas and devices.

Students are expected to exercise reasonable care for their own personal protection and personal property while on First Assembly Christian School's premises. First Assembly Christian School assumes no responsibility for loss, damages, or theft of personal property.

Daily Dress Code

Students are to maintain a clean and well-groomed 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 or crop top shirts
- Belts are not required if shorts/pants have elastic waistband **without** belt loop
- No athletic material (knit, baseball shorts/pants, sweatpants, leggings, etc.)
- Only jackets allowed are the ones provided by the school, black zip jackets with no hood & our FACS Logo.

Preschool

We urge families to send children in suitable "play clothing" as the children will be doing messy projects and playing outside. All children are to wear tennis shoes that fit them to help ensure their safety. For modesty, shorts must be worn underneath dresses and skirts. At least one complete change of clothing should be kept at the center and replaced as needed. Please make sure that the clothing is appropriate for the season of the year. Also, clothing with unacceptable pictures, messages, or other advertisements will not be permitted. Please label all clothing with the child's first and last name.

K5 - 5th Grade

Tops: Monday-Thursday – Royal Blue School T-Shirts
Friday – Friday Shirt (for current school year)

Bottoms: Monday-Thursday - Khaki or Navy Bottoms
Friday- Solid Blue Jeans (**NO** tears, frays, faded, multi-colored, tight jeans, or jeggings)

Girls: Pants
Shorts/skorts **MUST** be a *minimum of mid-thigh length*
Jumper/skirt **MUST** be a *minimum of knee length*

Boys: Pants/shorts

Belts: **NOT required** if shorts/pants have elastic waistband **without** belt loops

Shoes: Sneakers are worn **everyday** (no boots, sandals, or Heelys)

Hair: Trimmed neatly

6th-8th Grade

Tops: Monday-Thursday – Navy Blue School T-Shirts
Friday – Friday Shirt (for current school year)

Bottoms: Monday-Friday: Khaki or Navy Bottoms, Solid Color Jeans
(**NO** tears, frays, faded, multi-colored, tight jeans, or jeggings)

Girls: Pants
Shorts/skorts **MUST** be a *minimum of mid-thigh length*
Jumper/skirt **MUST** be a *minimum of knee length*

Boys: Pants/shorts

Belts: **Required**

Shoes: Sneakers are worn **everyday** (no boots, sandals, or Heelys)

Hair: Trimmed neatly

9th-12th Grade

Tops: Monday-Thursday – FACS Dri Fit Shirt (color of choice)
Friday – Friday Shirt (for current school year)

Bottoms: Monday-Friday: Khaki or Navy Bottoms, Solid Color Jeans
(**NO** tears, frays, faded, multi-colored, tight jeans, or jeggings)

Girls: Pants
Shorts/Skirts **MUST** be a *minimum of mid-thigh length*

Boys: Pants/shorts

Belts: **Required**

Shoes: Sneakers for H.O.P.E. students; sandals must have backs; otherwise, no restrictions

Hair: Trimmed neatly

Dress Down Days

- Students have the opportunity to earn dress down days as an incentive for behavior, academics, etc. The dress code for those days is as follows:
- Solid Colored pants with no rips, tears, or frays. No athletic wear (knit, baseball shorts/pants, sweatpants, leggings, etc.).
- Shorts must be a *minimum of mid-thigh length*
- T-shirts/shirts need to be long enough to cover everything modestly.
- Dresses/skirts are to be worn knee length, with or without leggings.
- Clothing must be free of graphics, except for clothing brand names and sports teams.
- Only jackets allowed are the ones provided by the school, black zip jackets with no hood & our FACS Logo

Dress Code Violation Consequences

3 Violations = 1 Detention TBD for time and place

3 More = Meeting with Parent and Student

3 More = 1 day Suspension

3 Suspensions = Expulsion

Standards of Conduct

Courtesy and Classroom Behavior

First Assembly Christian School abides by the Golden Rule mentioned in Matthew 7:12 which says, "So in everything, do unto others what you would have them do unto you, for this sums up the Law and the Prophets." Students are to treat everyone (peers, staff, and faculty) with proper respect just as they want to be treated with proper respect themselves. If a student cannot maintain the proper level of respect needed in dealing with others and then becomes a hindrance to a productive classroom atmosphere, the school administrator will get involved to help resolve the issue.

Cheating and Stealing

First Assembly Christian School does not permit cheating or stealing. Any cheating or stealing will result in disciplinary action up to and including suspension or expulsion for repeat offenses.

Vandalism

First Assembly Christian School does not permit vandalism. Vandalism and defacing school property or any items that do not belong to the student will result in disciplinary action and repayment for the articles defaced.

Language

First Assembly Christian School abides by Ephesians 4:29 which says, "Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen." Students need to make sure their conversations are appropriate and uplifting to others.

Physical Contact

First Assembly Christian School does not permit inappropriate physical contact (hitting, shoving, kicking, scratching, etc.). Inappropriate physical contact will result in disciplinary action dependent upon the severity of the offense. The school administrator will work to help resolve the issue.

First Assembly Christian School understands students may end up in dating relationships; however, personal displays of affection (hugging, holding hands, kissing, etc.) is not permitted on the school's campus or at school-related functions. Inappropriate physical contact will result in disciplinary action dependent upon the severity of the offense. The school administrator will work to help resolve the issue.

Discipline and Consequences

Philosophy

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."

Proverbs 22:6 "The ultimate responsibility for discipline is always with the parent."

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, lewd and/or lascivious behavior, running from staff members, and physical contact of any kind, and any illegal or immoral activities.

Classroom Discipline

First Assembly Christian School tries to put the primary focus on positive reinforcement. Teachers will clearly communicate with the parents regarding any behavioral issues that arise. If it is deemed necessary, the school administrator will become involved.

The success of First Assembly Christian School depends on the teachers being able to teach your child. If your child refuses to participate or is disruptive so that others cannot learn, you will be asked to withdraw your child. We will work with you in every way that we can to help your child succeed.

Corporal Discipline

First Assembly Christian School does not use corporal punishment. Corporal punishment, withholding of food, water, or using the restroom is never permitted. Incident Reports will be written but not limited to the following: biting, physical contact, aggressive behavior, inappropriate language, disobeying playground rules, disobedience and/or disrespect to the teachers, etc.

Grades and Grading

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 in K5-12th grades only:

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

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 each student. K - 9th 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 who is unable to participate for more than three days total, MUST have a signed physician's note stating the reason and period for non-participation.

Standardized Tests

First Assembly Christian School uses MAPS standardized achievement tests in K5 through 12th grade.

Preschool Specific: All preschool children, infants through VPK, are routinely and formally assessed by their teachers for child growth and development.

All VPK students are administered a formal assessment to test for school readiness three times during the school year. Parent conferences are mandated by the state of Florida after each round of testing.

There is no formal grading system for preschool students.

Curriculum Development

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 the opportunity throughout the day to include scripture in each subject where possible. The philosophy of FACS will be carried out in the educational program; the choice of textbooks and curriculum should reflect this. A fee will be charged each year to cover the ongoing development and maintenance of textbooks and curriculum. Each year the principal and faculty will evaluate specified areas of the curriculum and make recommendations for the School Board's consideration. Evaluations will be made concerning scope and sequence, alignment with philosophy, and objectives, as well as other criteria. It is expected that teachers will not stray too far from the subject content of their curriculum

In the daycare, we use a variety of curriculum that is age appropriate for each level, including the following: ELLM Plus, Essentials, Pathways to Preschool, Beyond Cribs and Rattles and ABeka Book for our K3 and VPK classrooms. Our curriculum includes such things as: Bible, colors, shapes, writing, numbers, letters, music, arts and crafts. It is designed to accommodate the different learning styles (visual, auditory, tactile, and kinesthetic). We endeavor to help prepare the students for kindergarten. Other aspects of the curriculum would include items that seem like play but are helping your child develop age appropriately, such as: large and small motor skills, social skills, and spiritual development. It is great to play in preschool!

For grades kindergarten through 5th, A Beka Book and BJU Press curriculums are used, as well as other supplemental materials. We have discovered there is no perfect curriculum and supplement where needed with technology and various other materials.

For grades 6th through 12th, Glencoe Math, Accelerated Reader, Houghton Mifflin Harcourt literature, BJU Press and Abeka history and science, Ignitia, Florida Virtual School, and various supplemental materials are used.

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.

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 email through the schoolworx portal.

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 K5-12. 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.

Conferences and Communications

Parent/Teacher Conferences are scheduled in the beginning of the school year, and as needed throughout the year by the teacher or parent. You can schedule conferences through the MySchoolWorx portal by messaging the teacher any time that you may need to do so. Please do not try to meet with the teacher while he/she is responsible for the class.

Parents are not permitted to disturb classes by talking to teachers during class times. Arrange to meet with the teacher after school hours by emailing them through the MySchoolWorx portal. Parents of students should feel free to request conferences with the principal or teacher any time they have questions or concerns. FACS has purchased My SchoolWorx to best communicate with our families. You will have a portal you can access anytime. It shows grades, homework, and all information pertaining to your students.

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

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

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 through 12th 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 the maximum number of credits; however, students may elect to take additional credits in any area.

4 Credits:	English (LA1, LA2, LA3, LA4, or equivalent)
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 and Health Education (Athletics or Physical Education class)
1 Credit:	Fine Art (Art, Drama, Vocal Music etc.)
<u>8 Credits:</u>	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 languages (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 may be 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 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.

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 - 59	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 cards must be signed on our SchoolWorx portal. Parents will be able to access their child's grades from the parent portal with a password to allow them to view their child's information only.

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 four 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.

Retention

The goal of school is to minimize the need for retention. Students may be retained in a grade, if grades or other circumstances warrant. The final decision will be made by the principal and home room teacher. Remedial work may be recommended in certain cases rather than retention.

Any work done outside the school for credit or to satisfy incomplete work at FACS must have the approval of the principal and meet the course work requirements of FACS.

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.

Academic Eligibility

To participate in athletics, students must maintain a “C” average or above 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 sports season, if any team member receives a detention, he/she MUST serve the detention even if it interferes with the game. For every detention a team member receives during the season, he/she 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 game. 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.

Sportsmanship

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 the influence of alcohol, tobacco or drugs.

Miscellaneous

School Pictures

Yearbook pictures are taken within the first two months of school. Proper attire for these pictures is a regular school uniform. Parents are not required to purchase the pictures but may do so if they so choose.

Preschool Specific: Pictures are taken in the spring during the school day. The students, infants through K3, are photographed in spring attire. The VPK classes have career day pictures. Outfits are provided by the photographer for the VPK pictures only. Parents are not required to purchase the pictures but may do so if they so choose.

Kindergarten graduation pictures are taken in the spring during the school day. The students are photographed in cap and gown. Parents are not required to purchase the pictures but may do so if they so choose.

Senior graduation pictures are taken during senior breakfast. Students will be charged a sitting fee of \$25.00. Parents are not required to purchase the pictures but may do so if they so choose.

Graduation

First Assembly Christian School is responsible for ordering caps, gowns and tassels for kindergarten graduation. The parents are responsible for paying the gown, cap and tassel that the students can keep.

First Assembly Christian School will take care of ordering caps, gowns, tassels, honors cords, and diploma covers for the senior class. Parents will be charged the full price of all items, and the students will keep everything upon graduation.

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:

Students must:

- **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.
- **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 the owner.
- Conserve, protect, and share these resources with other students and Internet users.
- **Respect and protect the intellectual property of others.**
- Not infringe copyrights (no making illegal copies of music, games, or movies).
- Not plagiarize.
- **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 obscene materials, 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.

Students may, if in accord with the policy above:

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

Consequences for Violation: Violations of these rules may result in disciplinary action, including the loss of 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.

FACS Media Center

FACS has a media center. It has approximately 7,000 books and resources in the library section that are more than adequate to meet the needs of the students. Additional books are being added on a yearly basis through fundraisers and donations. We also have 25 computers in the Media Center used for researching data, as well as teaching computer skills. Non-Printed and Printed items are cataloged and inventoried using a computer barcode and scanner system. Fines will be assessed for overdue books. Materials are selected on content being appropriate for the mental, emotional, social, and spiritual needs and interests of the students and teachers. The resources available to the students should help them fulfill assignments, supplement classroom instruction, improve skills, assist in molding character, encourage spiritually, and inspire them to lead more godly lives.

Music and Art Education

Students at FACS learn that God's gift of music and art is to be used to praise and worship God, as well as to be enjoyed. All grades, K5-5th, have music and art once a week. For grades 6th-12th, it is an elective they may choose.

Chapel

Students from K3-12th grades will have chapel every Wednesday to help enhance what is already being taught in the Bible classes in the classroom.

Prayer

Students at FACS shall be trained in the importance of a consistent daily prayer life.

Bible

The Bible is taught at every grade level. FACS uses the NIV version for study, quotation, and memorization.

Senior Trips

First Assembly Christian School offers a senior trip for the 12th grade graduating class. Students wanting to participate must have a signed liability release and permission form prior to going on the trip. Parents will be responsible to make a deposit in installments. There will be fundraisers to help offset the cost of the trip and every student going on the trip must participate. As with all school overnight trips, there will be at least one male and one female chaperone who have a level 2 background screening.

In order to be eligible to attend this function, the students must be academically on track to graduate at the end of the third quarter and have had zero suspensions during the school year in order to attend the trip. Any students who do not meet these requirements will not be allowed to go on the senior trip.

Parties, Socials, Overnight Trips, and Field Trips

All parties, social, overnight trips, and field trips are scheduled at the beginning of the school year with the principal. All school policies and guidelines are in effect at these functions. We should strive at all times to conduct ourselves as Christians with proper consideration shown for others. Be aware that we represent Jesus Christ, FACS and the First Assembly of God Church of Ocala.

Approved staff will be permitted to sponsor/chaperone the trips. New staff or volunteers may be used as additional sponsors but shall not be left alone with the children or young people in a situation where there are no other staff to observe. In no circumstance will one adult be allowed to take children or youth on an overnight outing

Clothing of all chaperones, as well as staff and children, MUST be modest. Hotel rooms are NEVER co-ed. Rules are to always be followed.

NO fireworks, firearms, tobacco, alcohol, drugs, improper reading/ viewing materials. If any are found, they will be confiscated and the proper authorities and/or parents will be contacted.

Lack of cooperation, complaining, arguing, unnecessary roughness, lack of respect for people and/or property, or an unwholesome attitude on the part of chaperones, staff, or students will not be tolerated and handled immediately. These actions could result in chaperones or staff being asked to leave, and students having their parents called to be picked up.

The responsibility and expense of transporting a disobedient student home falls solely on the parent. FACS will not pay to transport a student back home if the child is disobedient. Any expense incurred in transporting a disobedient student home MUST be reimbursed to the school.

Each student is responsible for his money and items. FACS and First Assembly of God Church are not responsible for items that are lost or stolen.

After returning from an outing, the bus MUST be cleaned and vacuumed or swept and refueled. This is the responsibility of the driver, but students will be asked to help.

School Calendar

The principal shall establish a school calendar which shall meet or exceed the ACTS and Florida State Requirements.

Class Schedule

The class schedule will be supervised by the Principal

PLEASE NOTE:

If questions arise concerning a policy or rule:

First, realize that a child's perspective may not contain all of the facts.

Second, contact the teacher.

If a problem cannot be resolved, contact school administration.

Dear Parent:

Welcome to the FACS family.

We are glad you have chosen First Assembly Christian School. Our prayer is for a profitable relationship as we work together in the education of your child(ren). FACS is highly supportive of parents, but we realize that you have the primary responsibility for your child. In order to help guide your child, First Assembly Christian School is requiring the following of you:

- To provide a strong spiritual influence in your home. This includes daily Bible reading, prayer, and regular church attendance. (Hebrews 10:23-25)
- To take responsibility for the academic and spiritual education of your child. FACS cannot be a substitute for a breakdown of values or spiritual life in your home.
- To pray for your child's teacher that God will give them wisdom. (Ephesians 6:4)
- To be financially responsible to the school by paying fees and tuition on time. (2 Corinthians 9:7)
- To express support for the school staff, faculty, and administration, and withdraw from the school rather than spread criticism or divisiveness. (Psalm 133)
- To go directly to a staff member/teacher with whom you have a problem and try to resolve it according to the principles contained in Matthew 18.
- To discipline your child in accordance with biblical methods. (Proverbs 22:6)

I acknowledge that I have read the First Assembly Christian School Family Handbook and will fully support the expectations and guidelines contained therein.

Parent's Signature: _____ Date: _____

Parent's Printed Name: _____

Dear Student:

Welcome to First Assembly Christian School (FACS). In order to make your educational experience here a pleasant and profitable one, we have prepared this Family Handbook. Please read it with a parent and familiarize yourself with the rules, guidelines, and procedures of the school.

The early years of education are some of the most important years of the developmental process. Skills are learned that will be used throughout life. We want these years to be both enjoyable and productive for you.

Our Lord has indicated to us the importance of proper training and knowing God at an early age. We are committed to the task of helping you grow into a Christ like young man or woman, prepared to be the best for God. Your major responsibility to the school is to cheerfully cooperate in the educational process, including willing compliance with the school's rules and standards.

We are glad you are a part of the great FACS family.

I have read the FACS Family Handbook and I will cheerfully cooperate with the school's guidelines, rules, and standards.

Date: _____

Student's Printed Name _____

Student's Printed Name _____

Student's Printed Name _____

Student's Printed Name _____

Student's Printed Name _____

Student's Printed Name _____