

RIVER OF LIFE CHRISTIAN SCHOOL

MISSION STATEMENT

At River of Life Christian School, we strive to equip, challenge, and inspire students to use their spiritual, academic, and physical abilities, to impact their world for Christ

VISION STATEMENT

Students of River of Life Christian School will hold the Bible as their authority and will be challenged to achieve academic excellence as they prepare to use their gifts and abilities to follow God's plan for their lives.

"...You must love the Lord your God with all your heart, all your soul, and all your strength. And you must commit yourselves wholeheartedly to these commands I am giving you today." (Deut. 6:5-6 NLV)

"Study this Book of the Law continually. Meditate on it day and night so you may be sure to obey all that is written in it. Only then will you succeed." (Joshua 1:8)

River of Life Christian School is a ministry of River of Life Christian Center.

GOALS

A. SPIRITUALLY:

1. Each student will understand and commit to a personal relationship with Jesus Christ.
2. Each student will know, understand, and apply God's Word in daily life.
3. Each student will be actively involved in a church community, serving God and others.
4. Each student will understand the worth of every human being as created in the image of God.
5. Each student will learn to worship God in public and personal life.

B. ACADEMICALLY:

1. Each student will be well prepared in all academic disciplines, and be skilled in reading, writing, speaking, listening, and thinking.
2. Each student will know how to utilize resources including technology to find, analyze, and evaluate information.
3. Each student will have the skills to question, solve problems, and make wise decisions.
4. Each student will be committed to life-long learning by setting and achieving goals.
5. Each student will be given individual instruction suitable for his or her needs.

C. PHYSICALLY:

1. Each student will learn discipline in body conditioning.
2. Each student will learn the basics of sports for enjoyment.
3. Each student will learn proper nutrition.
4. Each student will learn proper hygiene.

STATEMENT OF FAITH

WE BELIEVE...

- the Bible is the only inspired, infallible, authoritative Word of God.
- there is one God, eternally existent in three persons: God the Father; God the Son; and God the Holy Spirit.
- in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His atoning death, in His bodily resurrection, and His future return to earth.
- in the fall of man, the need of regeneration by the operation of the Holy Spirit based on grace.
- healing of the human body in answer to believing prayer.
- in the sanctifying power of the Holy Spirit, by whose indwelling the Christian is enabled to live a holy life.
- in the resurrection of both the saved and the lost: the one to eternal life, and the other to eternal death.

MOTTO:

"As River of Life Christian School students, we worship our Lord Jesus Christ in Christian living, service and love."

SCRIPTURE:

Philippians 2:15

"So that no one can speak a word of blame against you. You are to live clean, innocent lives as children of God in a dark world full of crooked and perverse people. Let your lives shine brightly before them."

CHALLENGE:

II Timothy 2:15

"Work hard so God can approve you. Be a good worker, one who does not need to be ashamed and who correctly explains the word of truth."

COLORS: Royal Blue and Gold

MASCOT: The Lion of Judah

ADMISSION PROCEDURES

RLCS seeks to enroll students from committed Christian families who desire a Christian perspective, and who strive for academic excellence. **EACH YEAR STUDENTS ARE ON PROBATION FOR THE FIRST NINE (9) WEEKS!**

FINANCIAL RESPONSIBILITIES

River of Life Christian School's budget is dependent upon tuition, contributions, and fundraisers for operational expenses. We provide a quality education at a cost per student far below the state's cost per student. All contributions are tax deductible. Tuition is not tax deductible. A Promissory Note must be signed yearly. Tuition is due on the fifth (5th) of each month.

SUSPENSION: If tuition has not been paid or arrangements made by the twentieth (20th) of the month, the student(s) may be suspended until the bill is cleared.

GRADUATION: Students who anticipate completion of their school program before the end of the school year must still pay the full tuition fee. Diplomas will not be given until all books are returned and the account paid in full. Any student graduating early must continue to follow the code of conduct. Any student breaking the code of conduct will not be allowed to participate in graduation; they will be given their diploma.

REFUNDS: The registration fee is non-refundable unless admission is denied. If a student moves or transfers during the school year, the tuition and fees will be converted into a nine-month payment plan and will be pro-rated. No partial monthly refunds will be given. If tuition has been paid for the year or for the semester in advance, a refund will be given after pro-rating. If tuition was paid on the monthly plan, an amount may still be owed after pro-rating. A \$35 withdrawal fee will be charged.

TRANSCRIPTS: Transcripts and school records will be released only after all accounts have been paid in full. The admitting school must request transcripts. We request 2-4 days notification before a transcript is needed.

SCHOLARSHIP: Partial scholarships are awarded annually based on need. If a scholarship is needed, a letter written to the school office, explaining your circumstances and amount of scholarship needed. Those receiving scholarship must agree to participate in fundraisers and attend all Parent-Staff Meetings or the scholarship will be revoked. **Scholarships may be revoked if a student does not keep good attendance, academic balance, and maintain good standing.**

CHRISTIAN LEADERSHIP TRAINING

CHURCH ATTENDANCE

Regular attendance in a Bible-believing church is mandatory for all students and strongly recommended for all parent(s)/guardian(s). The student will complete a "church attendance" form weekly. The Administrator will review irregular attendance. If attendance does not improve, a letter will be sent to the parent or guardian. If attendance still does not improve, suspension or expulsion could result.

"Let us not neglect our meeting together, as some people do, but encourage and warn each other, especially now that the day of His coming back again is drawing near." (Hebrews 10:25 NLV)

CHAPEL

Local pastors, staff members, parents, guest speakers, and students present God's Word in chapel services teaching students to worship God and adhere to His Word.

SPIRITUAL EMPHASIS

Special chapel services may be held with guest speakers who will challenge students to draw closer to the Lord.

BIBLES

A Bible must be kept in each student's office. (Grades 1-12) Those students MUST bring Bibles to all devotional, chapel and spiritual emphasis services.

- OTHER SPIRITUAL PROGRAMS:**
- | | |
|----------------------------|-----------------------------|
| 1. Bible curriculum | 5. Personal counseling |
| 2. Bible reading & prayer | 6. Christian Atmosphere |
| 3. Small Group discussions | 7. Bible courses for credit |
| 4. Bible story time | 8. Christian teachers |

DAILY SCHEDULE

- | | |
|----------|-------------------------------------|
| 8:00 AM | Students may arrive at school |
| 8:25 AM | First Bell |
| 8:30 AM | Tardy Bell/Classes Begin |
| 11:30 AM | Lunch for grades K-3 |
| 11:45 AM | Lunch for Grades 4-8 |
| 12:00 PM | Lunch for Grades 9-12 |
| 4:00 PM | Dismissal Bell 1-12 |
| 4:20 PM | Students must leave school property |



ARRIVAL/DEPARTURE

The school day begins at 8:30 a.m. Students should be in their classroom by 8:25 a.m. However, students should not arrive before 8:00 a.m. Students arriving before 8:00 a.m. should report to the childcare room for “before school care”. A fee will be charged. All students should enter the building through the double gym doors on either side of the gym. The gym doors will be locked at 8:30 a.m. and a student that is tardy will need to come through the office door.

School is dismissed at 4:00 p.m., Monday through Thursday. Parents should pick up their children promptly. Children who have not been picked up within 20 minutes will be placed in the “after school care” in the childcare. An additional fee will be charged.

ATTENDANCE

Daily attendance is vital. Absences affect academic progress and transcripts.

There are three (3) reasons accepted for **EXCUSED** absences:

1. Sickness (*if more than 5 consecutive days, a doctor's note is required before returning.*)
2. Family Emergency
3. Medical Appointments

1. **PARENT(S)/GUARDIAN(S) ARE REQUIRED TO CALL THE SCHOOL OFFICE BEFORE 9:00 AM IF A STUDENT WILL BE ABSENT.** This protects all parties involved and facilitates record keeping. Voice mail is provided for calls before 7:00 am.
2. A student who has been absent from school must bring a note from home on the first morning following the absence. This note must have the date of absence, the reason for the absence and must be signed by the parent/guardian. A note does not automatically make the absence "excused." Even though an absence may be "excused," it is still recorded on the student's record.
3. Absences cannot exceed five (5) per quarter. At 4th absences a warning letter will be sent home. If absences exceed 5 in a quarter the student will receive a letter stating that all academic work for that quarter is lost, unless the student has completed at least 80% of all required work in each subject and has maintained a B average in each subject (83% or higher). Required subjects are Math, English, Science, History and Bible.
4. Unless unusual circumstances exist, all students involved in school trips are expected to be in school the following day, regardless of the hour they arrived home.
5. A student who "skips" school or leaves the school without permission will be automatically suspended for two (2) days.

6. If your child is ill to the extent that it will be difficult for him or her to participate in the activities of a normal school day, it is best to keep him or her at home. We have inadequate facilities to care for ill children. A student should be free of fever before returning to school. Students who show signs of a communicable or infectious disease, including skin rash, impetigo, and lice will be excluded from school until the condition is cleared up.
7. Any student absent on a given day may not attend after school activities or extracurricular events on the day of that absence.

EARLY SCHOOL DEPARTURE

1. Any student, who is ill, injured, or must leave school for any reason, must report to the office. Failure to check out will be considered truancy. Parent/Guardian permission must be given before the student is allowed to leave school. Please keep the office up to date with current phone numbers.
2. Occasionally you may find it necessary to remove your child from school before the end of the regular school day. When a situation of this nature arises, we ask that you follow this procedure:
 - A) Send a note to the teacher so preparations can be made. If an emergency situation makes this impossible, a phone call to the secretary would be helpful.
 - B) Come into the office to ensure that your child leaves the school with "you". The office will send for your child **when you arrive**.

TARDINESS

Punctuality is a Christian character quality. A student is considered tardy if he or she is not present at the appointed class time.

There are three (3) kinds of **EXCUSED** tardies:

1. Sickness
 2. Family Emergency
 3. Medical Appointments
1. **PARENT(S)/GUARDIAN(S) ARE REQUIRED TO CALL THE SCHOOL OFFICE BY 9:00 AM SO THE OFFICE WILL KNOW IF THE STUDENT WILL BE TARDY.**
 2. In order to determine excused/unexcused tardies, a note signed by the parent/guardian must be presented to the office when a student arrives at school. A note does not automatically make the tardy "excused." Though a tardy is "excused", it will still be listed on the records as a tardy.
 3. If a student arrives after the first half of school or the first 10 minutes of an elective class, he/she will be considered absent.
 4. Tardies cannot exceed six (6) per quarter. After a student has been tardy for a total of 6 days, each three subsequent tardies will be considered the

equivalent of one absence.

5. Unless unusual circumstances exist, all students involved in school trips are expected to be in school the following day on time, regardless of the hour they arrived home.

ENTRY REQUIREMENTS

A child entering Preschool must be four years of age by August 31st. A child entering Kindergarten must be five years of age by August 31st. A child entering first grade must be six years of age by August 31st. Proof of age (Birth Certificate) is required upon registration. Students must be potty trained before starting school.

Idaho State Law requires that all students preschool through 12 must show proof of immunization. It is the parent's responsibility for proof of immunization if records from a previous school cannot be received before the student enters school. Those who have "personal convictions" against immunizations must sign a form stating so and agree if any "out break" occurs, their student will not be allowed to attend school until it is deemed safe to return.

PARENTAL INVOLVEMENT

Parent/Guardians are required to attend Parent-Staff Association meetings and Parent-Teacher Conferences. These sessions promote a good understanding between the parent(s)/guardian(s) and the school.

Parent/Guardian Conferences are scheduled following the 1st and 3rd quarters. Parent-Staff Meetings are scheduled once a year. Refer to your Annual School Calendar.

Parent(s)/Guardian(s) are welcome to visit the school. However, it is required to call a day ahead and check with the Teacher's schedule. (Please make an appointment if you wish to visit with a staff member.) All visitors (including parents/guardian) are to check in through the school office before proceeding to the Learning Center. Plan to stay 20-40 minutes so you can experience the program but not disturb the class.

TRANSPORTATION

RLCS does not provide transportation. There are many parents, however, who are willing to work out a carpool arrangement. If you need assistance finding a ride for your child, please contact the school office.

Transportation is provided for students to school activities. Transportation for parents to school activities is subject to availability.

SCHOOL/HOME COMMUNICATION SYSTEM

The basis of Christian schooling is to train young people, with cooperation of parent(s)/guardian(s). We believe that good communication is a key to the success of a school; therefore, maintaining communication is vital.

A. PROCEDURES

- 1) A manila envelope is prepared for each family.
- 2) The oldest student in the family is responsible for delivering it to his/her parent(s)/guardian(s). Parent(s)/guardian(s) read the contents and sign the envelope. The student returns it to his/her teacher the following day.
- 3) Detention will result if the envelope is not signed and returned the following day. (*Parents may include checks, notes, etc. in the returned envelope.*)

B. BENEFITS INCLUDE

- 1) Letters, statements, calendars, checks and notes are sent and received in the envelopes.
- 2) Communications are reliable.

If you have a question or concern about something in your child's classroom, please call or email your child's teacher to discuss the situation. If you write a note to the teacher, please place that note in a sealed envelope with the teacher's name on it. Students do not need to know all communication between home and school.

A school newsletter is sent home on Wednesdays. This letter will give additional information as well as reminders of upcoming events. If you do not see a newsletter on Wednesday, please call or come to the office. All newsletters are posted on the website.

REPORTING

In accord with state law and school policy, school staff is obligated under penalty of fine and jail term to report the reasonable suspicion of physical abuse, sexual abuse, or child neglect. In this very serious and legally narrow area, the school will not contact parents in advance of making a report to authorities, which would be the procedure followed in most other legal matters. The clear intent of the law, based on the seriousness of the crimes listed above, is to mandate that a report of reasonable suspicion of abuse be made. School staff will make such reports in the best interest of the affected child and do not, once reasonable suspicion is established, have any legal alternative except to make the report to the proper authorities for their investigation and review.

SCHOOL CLOSURE

It is the policy of River of Life Christian School to hold scheduled classes whenever possible. However, there may be days when school must be closed

for the day or dismissed early due to bad weather or emergency conditions. Please keep in mind that we must be conscious of those who travel a distance to school as well as those who live close by.

The RLCS Phone Chain will be activated and/or announcements made via website, facebook and public broadcast. The TV stations listed below usually broadcast information regarding school closures:

TV Stations: KBCI Channel 2
KTVB Channel 7

MANDATORY SCHOOL SUPPLIES

Please refer to the School Supply list handed out yearly.

FIRE DRILLS

Procedures are explained at the beginning of each school year and posted in each classroom with a diagram for exiting the building.

LOST AND FOUND

Parent(s) and students may claim articles by looking through the lost and found. All items not claimed by the end of each quarter will be sold or discarded. Please take care of your possessions and mark them so they may be identified and returned.

STUDENT PICTURES

Student pictures will be taken in the fall with several package options to choose from and purchase if desired. Yearbooks will be available in the fall of the following school year.

SCHOOL YEAR

The school year is divided into four nine-week quarters. Two quarters constitute one semester.

GRADING SYSTEM

A+ = 97-100 (4.0)	A = 93-96 (4.0)	A- = 90-92 (3.7)
B+ = 87-89 (3.3)	B = 83-86 (3.0)	B- = 80-82 (2.7)
C+ = 77-79 (2.3)	C = 73-76 (2.0)	C- = 70-72 (1.7)

REPORT CARD

The grading system of RLCS is designed to give parent(s)/guardian(s) an indication of the students' progress. An Academic Report will be sent home between the fourth and fifth weeks of each quarter. Copies of the Progress Reports are given to the parent(s)/guardian(s) following each nine-week period. At the end of the year, when the last payment is received, the original Progress Report will be issued to parent(s)/guardian(s).

HONOR SOCIETY/HONOR ROLL

What achievements should a Christian school honor? Should we honor academic achievement while ignoring character development? In Ephesians 4:17, we are commanded to “live no longer as the ungodly do, for they are hopelessly confused.” How do the ungodly handle honor rolls? They base them on a totally external and one-sided measurement of grades.

However, the Lord gives us a different standard for showing honor: “but I will honor only those who honor me.” 1 Samuel 2:30 and in John 5:44 “you gladly honor each other, but you don’t care about the honor that comes from God alone.”)

The implication of this is that we should honor what and whom God honors, but withhold honor where it is not due.

Should a Christian school put students on the honor roll who have good grades but fail to walk in the ways of God? To do so would be inconsistent with the purpose for having a Christian school. 1 Corinthians 3:10-15 talks not about the quantity of what a person does but the quality of what he becomes. The requirement then for being on the honor roll should be a balanced excellence in both academic achievement and character development.

With this in mind, the requirements are as stated:

HONOR SOCIETY REQUIREMENTS

STUDENT MUST—

1. Maintain an academic balance.
2. Maximum 20 minutes detention per quarter.
3. Maintain a cumulative average of 90% or above.
4. Be cooperative and honoring to adults and students.
5. Memorize and recite the required Monthly Scriptures with a 95% average.
6. Church attendance.

HONOR ROLL REQUIREMENTS

STUDENT MUST—

1. Maintain academic balance.
2. Maximum of 60 minutes detention per quarter.
3. Maintain a cumulative of 80% or above.
4. Be cooperative and honoring to adults and students.
5. Memorize and recite the required Monthly Scriptures with a 90% average.
6. Church attendance.

Students who have worked ahead of their actual grade level may have different Honor Roll Requirements based on evaluation.

GOALS

(Grades 4-12)

"I press on toward the goal to win the prize for which God has called me heavenward in Christ Jesus." Philipians 3:14

Success is the achievement of a goal. If there is no goal, there is no sense of accomplishment. Each day, students have goals, which are set for them by the computer. The rate of accomplishment should enable students to complete an academic year of work in each school year.

ENFORCING GOALS

When a student fails to maintain progress that will complete a year's work in a year's time, action will be taken to remedy the problem. These actions may include: Detention, discipline, re-evaluation of learning ability, conference with the administrator, supervisor, parent(s)/guardian(s), and student. A physical examination by a physician maybe recomended.

HOMEWORK

The responsibility for scholastic achievement is placed on students. Should the student not meet his/her goals for the day, he/she will be required to complete the work at home or after school in the classroom.

If your child has homework, a green slip will be sent home stating the assignment(s) to be completed. This slip must be signed by the parent/guardian and returned the following day or detention will be given. The parent/guardian signature indicates that the parent/guardian was aware of assigned homework.

AWARDS

Recognition of accomplishment is an important part of encouraging a student to do his or her best. We believe that all students should receive positive recognition. Various awards may be given throughout the school year. These may include:

DAILY AWARDS:

- Extra Break time
- Other awards given by supervisors

MONTHLY AWARDS:

- Student-of-the-month: *Based on overall behavior including attitude, involvement, character quality and academic achievement.*

OTHER AWARDS: Yearly

- Drama
- Christian Character (Boy/Girl)

- 100% Monthly Scripture
- Highest Average (no incompletes)
- Honor Roll
- Honor Society
- Music
- Perfect Attendance

BIRTHDAYS

A student's birthday (including summer birthdays) is a special occasion to him/her. We want to give you the option of helping him/her celebrate by sending treats to school. Birthdays are usually celebrated at the end of the school day. Supervisors must be notified in advance.

TRANSFER AND WITHDRAWAL

Parents who wish to withdraw a student during the school year should contact the school office in advance. Transcripts will only be sent to the new school upon its request and not until all accounts are paid and books returned. Please note those transferring or withdrawing will be converted to a nine-month tuition plan and tuition may be owed to the school depending upon your current payment plan. According to state law, transcripts may take up to seven days to process.

Those in ninth through twelfth grades must understand that all credits less than 1/2 credit may not be transferable.

A \$35 transfer fee will be charged to the students account.

ACCREDITATION

RLCS is a member of ACTS and is currently a candidate for accreditation with ACTS and recognized by the State of Idaho as a K4 – 12 grade school.

PHYSICAL EDUCATION

RLCS understands that the development of the physical body is part of God's program for the total being. We endeavor to accomplish this through a sports program.

It is a state requirement and policy of RLCS that no student be excused from the course offered without a doctor's written excuse.

Physical examinations are required for students participating in sports. Students must have a physical their first year of playing sports, then every other year.

GRADUATION REQUIREMENTS

A minimum of twenty and one half (20.5) units of credit is required for high school graduation. Units of Credit are granted on a yearly basis. Anything less than 1/2 credit may not be transferable. A credit equals a full school year.

College Placement Tests (S.A.T. or A.C.T.) are recommended for College and Standard diplomas.

Seniors must complete all required work in order to receive a diploma at commencement exercises. The diploma will not be granted until work is completed and the financial account is cleared.

Three types of diplomas are available: College, Standard, and General. Requirements are detailed as follows:

REQUIREMENTS FOR DIPLOMAS ISSUED

RIVER OF LIFE CHRISTIAN SCHOOL

COLLEGE		STANDARD		*GENERAL	
SUBJECT	CREDITS	SUBJECT	CREDITS	SUBJECT	CREDITS
MATH		MATH		MATH	
Algebra I	1	Consumer Math	1	General	4
Algebra II	1	Pre-Algebra	1		
Geometry	1	Algebra I	1		
Consumer Math	.5	Geometry	1		
Pre-Calculus	.5				
SOCIAL STUDIES		SOCIAL STUDIES		SOCIAL STUDIES	
Geography	1	Geography or World History	1	General	3
U.S. History	1	U.S. History	1		
World History	1	Civics/Economics	1		
Civics/ Economics	1				
LANGUAGE ARTS		LANGUAGE ARTS		LANGUAGE ARTS	
English I	1	General	4	General	4

English II	1				
English III	1				
English IV	1				
SCIENCE		SCIENCE		SCIENCE	
Biology	1	General Science 1	1	General	2
Physical Science	1	General Science 2	1		
Physics/ Chemistry	1	Biology	1		
COMMERCIAL		COMMERCIAL		COMMERCIAL	
Intro to Computer	.5	Intro to Computer	.5	Intro to Computer	.5
College Planner	.5	College Planner	.5	College Planner	.5
PHYSICAL EDUCATION	2	PHYSICAL EDUCATION	2	PHYSICAL EDUCATION	2
SPEECH	.5	SPEECH	.5	SPEECH	0
BIBLE	2	BIBLE	2	BIBLE	2
HUMANITIES		HUMANITIES		HUMANITIES	
Foreign Language or American Lit. or British Lit.	2	Foreign Language or American Lit. or British Lit.	1		0
HEALTH	.5	HEALTH	.5	HEALTH	.5

CPR		CPR		CPR	
COMMUNITY SERVICE (40)	1	COMMUNITY SERVICE (20)	.5	COMMUNITY SERVICE	0
ELECTIVES	3	ELECTIVES	2.5	ELECTIVES	2
TOTAL CREDITS REQUIRED	27	TOTAL CREDITS REQUIRED	24	TOTAL CREDITS REQUIRED	20.5

* General diplomas will only be granted to “special needs” students and only with the parents, teachers, and administrations approval.

EXTRA-CURRICULAR ACTIVITIES / ELECTIVES

Various extra-curricular activities and electives are offered to the students of RLCS. Participation is a privilege. All extra-curricular activities and electives are governed by the same rules and regulations as any school activity, (i.e. dress code, "hands off" policy, etc.) All participants will ride in a school-sponsored vehicle both going and coming from games or elective events, unless prior arrangements have been made with the school by the parent(s)\guardian(s).

FIELD TRIPS

Field Trips will be scheduled throughout the school year. Although such off-campus learning experiences are of real enjoyment for the students, their primary purpose is to enrich learning. Supervisors may ask students to take notes, and they may be tested upon returning to the school. Field Trips may be for the entire student body or for selected groups, i.e. honor roll. Dress Code for Field Trips is the Field Trip Shirt with black/tan pants.

SCHOOL PARTIES

Parties are school-sponsored ONLY when parents receive a notification from the school office signed by the administrator. Any movie or video shown must be approved through the administrator.

SCHOOL LUNCH PROGRAM

- Students may bring sack lunches and store them in their lockers until lunch.
- Students may go home for lunch with written permission from their parent(s) \guardian(s). A note from parent(s)\guardian(s) must be written each time a student is to leave for lunch. (A yearly note is NOT allowed!) Those leaving must sign in and out through the office.
- **HOT LUNCH** is available at a reasonable price. Lunch is to be eaten in the

designated area. All trash is to be thrown in the trashcan. Drink/food is not allowed in the classrooms or bathrooms.

- Milk, soft drinks, and a candy/chip machine are also provided for a fee.
- A microwave is provided for students to warm something brought from home.

MEDICAL GUIDELINES

A parent should administer prescription or nonprescription medications required by a student at home or by the student's medical provider. Parents should make every effort to have medication times set for time periods other than school hours.

When this is not possible, the RLCS staff may assist in the administration of medication during school hours, subject to the following rules.

- **Parent's Note**
No staff member will be allowed to administer any medicine for any reason without parent authorization. This note should include the name of the medication, the dosage, the time and dates to be given out, the student's name, a parent's signature, and the date. The note will be placed in the student's file.
- **Medication brought to school**
A responsible adult must bring the medication to school except in situations in which the parent and physician believe it is in the best interest of the student that he/she carries the medication.
- **Original Container**
All medication brought to school must be in the original container and be labeled with the student's name. The school will not accept more than a 30-day supply. The school will not administer expired medications.
- **Responsibility**
It is the responsibility of the parents to notify the school of any changes to the original prescription, and a new pharmacy label and container must be submitted with any change. It is the student's responsibility to ask the teacher at the appropriate times for medication unless we are notified in writing that the student is not capable of doing this.
- **Locked Cabinet**
School staff will keep all medications in a secure, locked, and clean file cabinet when not being administered to students.
- **Dosage**
To protect students, staff shall not administer medication in a dosage that exceeds the recommended maximum listed on the bottle.
- **RLCS only supplies Tylenol, Ibuprofen or Tums on an emergency basis, with parental permission by phone. If your child needs a medicine on a regular basis, please follow the above procedures.**

COUPLES

School is not the place for students to display affections that should be reserved for other occasions. Students must refrain from display of affection involving physical contact at school functions, anytime on the school grounds, or when traveling to and from school activities.

If students do not refrain from displays of affection during school activities, the following procedures will be followed:

1. On the first offense, a staff member will counsel the couple and a discipline notice sent home.
2. On the second offense, the administrator will counsel the couple and a 15-minute detention sent home.
3. On the third offense, the couple will be suspended for three (3) days and be required to meet with the Administrator and Superintendent.
4. On the fourth offense, the couple will be expelled.
5. **Offenses carry over from previous years, even if the couple is not the same.**

If immoral conduct occurs in a relationship, the following procedure will be followed:

1. On the first offense, the student and his/her parent(s) will be required to appear before the Administrator and Superintendent. The boy and girl will agree not to date for the rest of the school year and must promise to meet with a counselor on a regular basis. A report may also be required.
2. On the second offense, or if student shows an unrepentant spirit, immediate expulsion will take place.
3. If a student becomes pregnant or fathers a child, he or she may continue to attend school until the time of the baby's birth. Once the baby is born the student may no longer attend school in person or online.
4. **Offenses carry over from previous years, even if the couple is not the same.**

STANDARD OF CONDUCT

Students at RLCS are expected to abstain from sexual activity, griping, gossiping, cheating, lying, stealing, swearing, gambling, using vulgarity, using tobacco, using narcotics, drinking alcoholic beverages and listening to worldly music.

They are to act in an orderly and respectful manner, maintaining Christian standards in courtesy, kindness, language, morality, and honesty; striving to avoid the very appearance of evil. Students must agree to strive toward unquestionable character in attitude, conduct and dress. The Student Conduct Form must be signed yearly, by

those in grades 6 -12, and it will be kept in the student's cumulative file.

RLCS will not tolerate threats or perceived threats of violence by students. Parents should understand that the school's first responsibility is the protection of all its students. The school takes this responsibility very seriously. Therefore, if a student brings a weapon to school, or to a school function, or has a weapon on his/her person, the student will be suspended/expelled pending investigation. Parents are advised that the school will contact local police or appropriate authorities, and will note in the student's permanent record that he/she was suspended/expelled for possession of a weapon on school premises or at a school function. Possession includes, but is not necessarily limited to, having a weapon in a locker, book bag, purse, or vehicle.

If the school determines that a threat of violence is credible and specific (directed toward particular students or staff), the administration will report the threat to the student and/or staff member threatened. The school will also report the threat to appropriate authorities including parents. Students making such threats will be expelled. For purposes of this policy, credible means a reasonable belief or suspicion, determined at the sole discretion of school administration, that the threat was or might be genuine, or that the student was or might be capable of carrying out the threat. The student's permanent record will reflect the expulsion for making a threat of violence.

In those circumstances in which the school determines that the threat is likely not credible, the school will suspend the student pending a parent meeting. If circumstances warrant, the school may conduct further investigation.

It is impossible to make rules to cover every type of infraction; good behavior must come from the heart and not be mere conformity to regulations. However, the following guidelines must be observed:

1. Respect for authority (administration, faculty, adults, students)
2. Improper speech, vulgarity, profanity, lying, and harassment will not be tolerated.
3. Destruction of property will be applied to the account of the responsible student(s).

AREAS "OFF-LIMITS"

1. Other student's offices/computers
2. Teacher's desk and files
3. Learning Center when a staff member is not present
4. School office without authorization
5. Kitchen and athletic room
6. Cannot leave campus during school hours without permission.
7. Student's cars until dismissal—once in the car, you must leave the property.

GENERAL RULES

1. Students are not permitted to communicate or be out of their offices without permission. All activities in offices are to be directly related to learning prescribed instruction unless privilege is earned.
2. Do not turn around in your office.

3. Do not lean back in your chair or lean on student offices.
4. Do not pass notes.
5. Computers are private property and are not to be shared among students.
6. Nothing is to be posted on the bulletin board without Supervisor's permission.
7. Behavior must be controlled. Walking, not running; studying, not talking. No balls in the classroom or office.
8. Offices/Lockers are assigned and can only be changed by the supervisor. They must be kept clean and neat by the student. Everything placed in the student's office must be acceptable by Christian standards and approved by the supervisor.
9. Offices are private and are not to be invaded. Staff members are the only ones who have the right to look through a student's office.
10. Do not deface the desk, table, chair, etc., in any way. A student will be charged for cleaning or repairing/replacing defaced or destroyed property.
11. Throwing items in the classroom is not allowed.
12. Guns, matches, lighters, knives, Ipods, MP3 players, tablets, electronic games, secular CDs, skateboards, scooters and non-approved books/magazines are not permitted on campus. Any brought will be confiscated, a **\$10 return fee** will be charged or item will become the school's property.
13. Gum is not permitted on school grounds, school van/bus, or at school functions.
14. Language - Use only words that honor God.
15. Keep hands off others.
16. Do not back talk anyone.
17. The school phone is reserved for official business and emergencies.
18. No unnecessary screaming.
19. Electronic games/toys are a disruption and will not be allowed in the classroom.
20. Students may not use cell phones at school between the hours of 8am – 4pm. Phones may be kept in their school lockers. A **\$10 return fee** will be charged for all confiscated phones.

DISCIPLINE

This is not a corrective institution; consequently, we ask that a child not be enrolled with the assumption that we will reform him or her. We are here to work with the home, but not to take the place of parents who are experiencing difficulty in fulfilling their roles.

Students must conduct themselves in a manner becoming Christians. If your child comes home complaining about a policy or discipline, please follow this procedure:

1. Give the staff the benefit of the doubt.

2. Realize that your child's reporting is emotionally biased and may not include all the information.
3. Realize that the school has reasons for all rules and that they are enforced without partiality.
4. Support the Administration and call the school for all the facts.

We believe that "all things should be done decently and in order" and that students should be taught to accept a God-given responsibility to "walk honorably before all men." Thus discipline is maintained which is firm, consistent, fair, and tempered with love. Our faculty and staff maintain standards of love and genuine regard for their students.

When a student's behavior shows willful and deliberate defiance to authority, it becomes necessary to discipline. The Lord Jesus Christ expects us to be disciplined in all of life:

"For these commands and this teaching are a lamp to light the way ahead of you. The correction of discipline is the way to life." (Proverbs 6:23 NLV)

"People who accept correction are on the pathway to life, but those who ignore it will lead others astray." (Proverbs 10:17)

"People who despise advice will find themselves in trouble; those who respect it will succeed." (Proverbs 13:13)

"Discipline your children while there is hope. If you don't, you will ruin their lives." (Proverbs 19:18)

"A youngster's heart is filled with foolishness, but discipline will drive it away." (Proverbs 22:15)

"Obey your spiritual leaders and do what they say. Their work is to watch over your souls, and they know they are accountable to God. Give them reason to do this joyfully and not with sorrow. That would certainly not be for your benefit." (Hebrews 13:17)

DISCIPLINARY ACTION

When a student's behavior is unsatisfactory, the school will employ the appropriate means for correction. The following are illustrative of steps that may be used to achieve right behavior and attitudes in students:

1. Verbal warning to students regarding their actions.
2. Students may be asked to call a parent in the presence of an authority to share their offense.
3. Correspondence with parents in writing.
4. Dismissal from class by a teacher, with student reporting to the office.
5. Demerits may be given.
6. Students may be required to serve detention.
7. Parent-teacher conference with or without the student present.
8. Suspension up to 3 days.

9. Expulsion by school administration.

DEMERITS

Demerits are given for procedural violations within the Learning Center. They are cleared daily. Demerits are given for the following but not limited to:

1. Talking
2. Tardiness
3. Disturbing the classroom

DETENTION

Detentions are related to daily demerits in the following ways:

0-2 demerits	no detention
3 demerits	15 minutes
4 demerits	20 minutes
5 demerits	25 minutes
6 demerits	30 minutes

Automatic detentions consist of moral/attitudinal behavior. For example: arguing, cutting remarks, rebellion, and homework not completed. These detentions will be no less than 5 minutes and no more than 30 minutes. The amount will be determined by the seriousness of the offense at the discretion of the supervisor.

Corrective Action Notices will be sent home on the day of the offense and must be returned the following day signed by the parent. Those not signed and returned will immediately expire, and a new notice will be issued for twice the original amount.

All detentions will be served at the times specified on the corrective action notice. It may be served during break, lunch and/or after school. Detentions may be served either by sitting and doing schoolwork. The times specified to serve and the method of serving the detention will be left up to the supervisor's discretion in order to make it individualized to deter the student from further detentions. If the detention is not served appropriately, the student may have to serve it again another day.

Excessive detentions may require a conference with the parent(s), student(s) and teacher(s). Continued detention may necessitate a conference with the administrator.

CHEATING

Cheating is a serious offense and will be treated as such.

- On the first offense the student's parents will be notified through a detention issued that the student was caught cheating.
- On the second offense, the student's parents will be notified and scheduled for a conference.
- On the third offense, the student's parents will be notified and the student will

be suspended for three days.

- On the fourth offense, the student's parents will be notified and the student will be expelled.

This policy runs per school year.

Seniors who are caught cheating may jeopardize graduation and might not be allowed to participate or be the valedictorian, salutatorian, or historian of their class.

SUSPENSION and EXPULSION

If demerits and detention are not effective, the school reserves the right to suspend or expel the student. If the child is suspended, he/she must appear before the Superintendent and abide by the guidelines, which are established. If the child is expelled, he/she may request a hearing before the Superintendent. In order to be re-enrolled at RLCS, they must abide by guidelines, which the Superintendent will establish for them, if the Superintendent agrees for them to return to RLCS.

Automatic suspension will be the result of a student's use of foul language, leaving the school grounds without permission, or truancy. Minimum suspension will be for one (1) day.

GANGS

Gangs are a dredge on society. Additionally we believe that they are an evil and destructive force, thus they have no place in a Christian school setting. Gang involvement on the part of the students will not be tolerated. Students who belong to, are actively involved with, or are known to consort with gangs will be expelled. Students who imitate gang behavior, or who display gang symbols on their person or their belongings are subject to expulsion.

Social Media Policy

Any online postings must be consistent with federal and state laws, and River of Life Christian School rules and regulations. Specifically prohibited behaviors include but are not limited to:

- Sexually explicit, profane, lewd, indecent, illegal or defamatory language/actions.
- Derogatory language regarding school personnel or other students.
- Comments designed to harass or bully students and/or school personnel.
- Nude, sexually oriented or indecent photos, images or altered pictures.

Also prohibited are all on-campus connections to off-campus sites, violations of the policy:

- Use of school computers to view off-campus postings.
- Students accessing posts at school on their own devices.
- Distribution of hard copies of posts on school property.

- Re-communication on campus of the content of the posts.

Any authorized or unauthorized use in school or out of school of computer software, computer networks, telecommunications devices, information technology, and related technologies, which disrupts or interferes with the educational process in any manner is prohibited and may result in expulsion.

Sexuality Policy

Romans 1: 24-28 **Therefore God gave them over in the sinful desires of their hearts to sexual impurity for the degrading of their bodies with one another. They exchanged the truth of God for a lie, and worshiped and served created things rather than the Creator--who is forever praised. Amen. Because of this, God gave them over to shameful lusts. Even their women exchanged natural relations for unnatural ones. In the same way the men also abandoned natural relations with women and were inflamed with lust for one another. Men committed indecent acts with other men, and received in themselves the due penalty for their perversion. Furthermore, since they did not think it worthwhile to retain the knowledge of God, he gave them over to a depraved mind, to do what ought not to be done.**

River of Life Christian School stands on the biblical principles stated in the above-mentioned scripture. Therefore we do not admit homosexual, transgender or bisexual students. Any current students that engaged in such activities will be removed from the school.

PRIVACY

River of Life Christian School reserves the right to conduct locker checks, office checks, book bag checks and any other checks needed as it deems necessary. Checks will be made in an orderly and respectful manner with male adults checking male's belongings and female adults checking female's belongings.

Christian Americanism

River of Life Christian School places emphasis upon the greatness of America's heritage and the sacrifices of its heroes. America is a republic, which guarantees liberties in education to preserve freedom. We unashamedly teach the Biblical doctrines of self-discipline, respect for those in authority, obedience to law, and love for God and country.

RLCS does not discriminate on the basis of race, color, sex, or national or ethnic origin in the administration of its programs.

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