

# PARENT – STUDENT HANDBOOK



*"Nay, in all these things we are more than conquerors through him that loved us" (Romans 8:37).*

Canaanland Christian School  
1594 Oil City Road, Glasgow, KY 42141  
270-861-5414

## WELCOME

We are delighted that you have chosen to be a part of the Canaanland Christian School family.

At CCS we are committed to ensuring the success of your children.

By the grace of God, we are confident that each student will grow spiritually, academically, socially, artistically, and physically. Please, know that your commitment to CCS will be a blessing as well.

Academically, our goal is to be a blessing and aid to your children as they study to gain the knowledge that they need to prepare for adulthood.

Spiritually, our foremost desire is that they will develop a Christian character that will prepare them to be strong witnesses and laborers for the Lord.

CCS is unapologetically a distinct Christian school.

We teach from the King James Bible, and do not allow other versions to be used during school hours. Our staff is highly trained academically, but desire above all to honor and serve the Lord. CCS operates under the leadership of the pastor of the Canaanland Baptist Church and a school board comprised of one deacon and officers from Canaanland Baptist Church.

The primary purpose of this handbook is to define the policies of the school.

Please read it from cover to cover. If you have any suggestions or comments, please feel free to call or visit us anytime.

May God richly bless you as we begin another school year together.

# Canaanland Christian School

## STUDENT HANDBOOK

### Introduction:

Canaanland Christian School is a ministry of Canaanland Baptist Church. The goal of this ministry is to provide professional academic training, spiritual growth, moral guidance, and patriotic regard to the United States of America in which the freedom of education and religion is offered to everyone.

Our objective is to fully develop each student's abilities, talents, and Christian character. Our curriculum is designed so that every student can progress at their own pace, thus they must develop self-discipline and responsibility for their actions, their progress, and accountability to God and man.

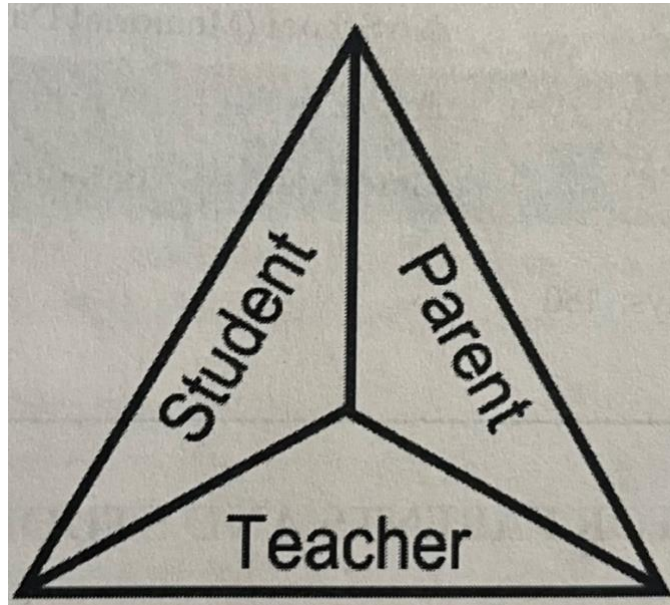
At CCS we recognize that the primary responsibility before God for a child's education belongs to the parents. CCS partners with the family in providing a quality Christian education that will maximize each child's God-given potential to make a positive impact in the world for the glory of God (Eph. 6:1-40).

Seeing that God has given every Christian home the responsibility of bringing their children up in the nurture and admonition of the Lord, it is the desire of the staff at Canaanland Christian School to aid in your child's educational and spiritual training, humbly and respectfully.

### The Administration

- A. Relationship of the School to the Church.** Canaanland Christian School is a ministry of Canaanland Baptist Church and Canaanland Christian School belongs to Canaanland Baptist Church. The pastor of the church is the head or chairman of the school board. All teachers and other staff members of the school are employees of the church.
- B. The School Board.** The church board will also be the school board, until further notice. The church/school board will oversee properties and finances. The board will not hear any disputes or accusations concerning staff and students. These disputes will be brought before the pastor, administrator, and the supervisor.

## Learning is Like a Pyramid



**PARENT**—providing financial needs. Most importantly: encouraging, and re-enforcing what a child has learned at school, especially in preparation for tests.

**TEACHER/SCHOOL**—Make materials available, encourage, motivate, re-assure and inspire the student. We will provide any help or assistance necessary with their academic materials and intellectual maturity.

**STUDENT**—It is the student's responsibility to take the initiative to learn the skills and materials provided by parents and school. Neither parents nor school personnel can acquire the knowledge for the student. The amount of knowledge acquired will depend on the student.

**VERY IMPORTANT**—we must ALL work and pray together to be the **BEST WE CAN BE** for the **GLORY OF GOD**

### **Tips for parents and students – Reasons for PACE Failure:**

- Improper scoring.
- Not correcting errors-especially on Check-ups.
- Taking too long to finish PACE, forgetting contents.
- Attitude – When you fail, don't decide you can't do it! TRY harder the next time and determine to do a good job.
- If possible, get plenty of sleep the night before the test.

### **Parents Can Help!**

- Quiz student on Vocabulary Words.
- Quiz student on Check-ups and Self-Test.
- Consider grade-level placement testing.

## Admissions Policies

### A. Students with special needs:

The Administration reserves the right to determine whether the school has adequate and appropriate resources to enroll children with special needs. While *Canaanland Christian School* does accept some students with [special learning needs, physical or other disabilities], the school does not have a [nurse, special education teacher] to [work exclusively with or provide care to] such students. While our teachers and staff do what they can to help such students where it is appropriate to do so, some students are better served in schools that have personnel trained to meet the students' specific needs.

- Students seeking enrollment in Canaanland Christian School need not be part of Canaanland Baptist Church. However, they must be like-minded in their beliefs and faith.
- All new students will be administered diagnostic tests to determine at which level of the Accelerated Christian Education Curriculum they will be placed on. Students may not be at the chronological grade in all subjects. They will be given the level that they are able to do, based on testing results.

### A. Admissions Process/Procedures

- An application for enrollment must be submitted with appropriate fees, records, and recommendations for admissions procedure to begin. An interview is conducted by the administration with the parents/guardians and students to ascertain both attitude and spiritual intent for enrollment in our school.
- Parents must agree to submit their children to the discipline and overall program of the school.
- It is the policy of Canaanland Christian School not to accept any student who has been expelled from school during the previous or present school year.
- Canaanland Christian School will not accept any student who is on probation with juvenile authorities.
- CCS is prepared to meet the needs of most, but not all students. Students who require special resources or considerations that extend beyond the common classroom setting will not be admitted.
- Entrance exam scores – Students applying for admission to grades 2 – 12 must take the entrance exam. The admissions committee will review the exam results to determine if our school can meet the educational needs of the applicant.
- We reserve the right to deny any student entrance, if in the opinion of the administration, it is in the best interest of the school.
- Parents must attend an orientation meeting if their child is accepted. Both parents should sign an acknowledgment that they have read, understand, and agree to abide by the student handbook before the child is admitted to the school.
- All new students will be placed on a 90-day trial period.
- A family whose lifestyle is not empathy with the majority and particularly the major lifestyle thrust of the school will produce an inconsistency, making it difficult for the school to minister to the student and achieve the goals stated

in the school's purpose. Students and families who knowingly are incompatible or out of harmony with the school's philosophy of life, doctrinal statements, philosophy of education, statement of cooperation and code of conduct should not consider enrollment in the school. Students whose lifestyle ceases to be in compliance with the school's expectations during their time of enrollment will be asked to withdraw and/or will not be permitted to re-enroll in the school for another year.

**B. Vaccinations. A record of vaccinations must be presented upon enrollment.**

**C. Notice of Nondiscrimination Policy as to Students:**

- Students of any race, color, sex, national origin, and ethnic origin are admitted to all the rights, privileges, programs, and activities generally accorded or made available to students at Canaanland Christian School. While Canaanland Christian School does not discriminate on the basis of race, sex, color, nationality, or ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs, as a religious institution Canaanland Christian School reserves the right to deny admission or to terminate the enrollment of persons whose lifestyle, words, actions, or otherwise do not align with School's statement of faith, code of conduct, or other policies of this School.

**D. Re-enrollment:**

- **Students who are re-enrolling must do so earlier than general registration to guarantee acceptance. Students will receive applications for re-enrollment in March. Also, no student has a right to re-enroll. Re-enrollment applications will be approved at the school's sole discretion.**

## Tuition/Fees/Withdrawal Policies

- A. Required Notice.** A student may be withdrawn for any reason upon a reasonable amount of written notice, such as seven days. Likewise, the school has the right, for any reason, to ask the student to withdraw with notice. This provision is separate and apart from suspension or expulsion under the school's discipline policies.

**Tuition Refund/Applicable Fees.** Due to the unforeseen expenses that CCS will accrue with each enrollment we cannot afford to give refunds. Also, due to the expense accrued and the expense of record transfers there will be a \$200.00 fee for early withdrawals and/or expulsions.

### **B. Tuition – Option 1**

\$2,500.00 each school year - per child. Payment plan of \$250.00 per month for 10 months. Tuition may be paid in ten monthly payments. Payment is due by the 1st of each month. Tuition payments made after the 1st of each month will be charged an additional \$1.00 per student, per day up to day 2. After day 2, the late fee will be \$5.00 per day. The first payment will be made on the first day of school in August and on the first day of the month thereafter (September – May). Students can be suspended on the 15<sup>th</sup> of the month if the payment for that month has not been made. Please, consult with the administration at the time of registration if you need to change the monthly due date.

### **Tuition – Option 2**

10-monthly installments of \$300.00 per student – includes: re-enrollment fees, tuition, books, Standardized Testing, 2 T-shirts, 1 Polo, 1 Long sleeve T-shirt, 1 Hoodie, 1 Jacket.

### **Tuition – Option 3**

12-monthly installments are available for those that sign up for auto payments via CCS App, CCS Website, or <http://tithe.ly/give?c=1335452> (School). Payment example: 1 student – Tuition = \$215.00 monthly.

### **Tuition – Option 4**

12-monthly installments of \$235.00 per student – includes: tuition, books, Standardized testing.

Please, consult with the administration if you need to adjust the due date to meet your financial obligations.

\* Payments should be made by cash, check, money order, or credit/debit, and you pay transaction fees. Payments should be made by the parent/guardian. Payments can be made @www.canaanlandschool.com (school), in-person, or mail: Canaanland Christian School, 1594 Oil City Road, Glasgow, KY 42141

### **Fees:**

\*Friday school: \$50 per child, per month. Must preregister 1 month in advance. Friday hours – 8 Am to 2:30 PM. Late fees apply to Fridays, also.

\*Before and After school: \$10 per hour per student. Must preregister 1 month in advance.

\*Registration: \$75 per child – Non-Refundable.

\*Re-enrollment \$75 per student – Non-Refundable

\*Curriculum \$335– This includes 1 school year's Core Subject PACes (Due by June 15<sup>th</sup>) or see Tuition Options: 2,3,4, and 5.

\*Uniform: Order forms will be provided. Orders need to be returned by July 15<sup>th</sup>.

\*Polos: \$18, T-shirts \$12, Long T's \$20, Jacket/Hoodie \$30, Backpack \$35. Prices subject to change.

\*Standardized Testing 4<sup>th</sup> -12<sup>th</sup>, \$30/child due the first of March—non-refundable

\*Field trips could occasionally require a small fee.

\*Parents will be required to pay for any additional Paces – Such as: failed PACes or level changes.

\*Late fees: \$1 per minute, per student, for late pick up. Pick up is from 2:15 – 2:30. These will be enforced.

## **General Policies**

- All students are encouraged to be active in their home churches.
- No visitors are allowed on campus unless prior authorization is permitted by the principal.
- Students are discouraged from bringing valuables to school, and CCS will not be held accountable for any loss of valuables.
- No lasers are permitted on CCS properties.
- Irreverent behavior during chapel/opening will be dealt with firmly.
- Every student bears the responsibility of helping keep the school/campus clean.
- Students are not permitted in the office unless accompanied by staff.
- All playground material must be used in its intended manner.
- Note passing or receiving in a learning center is not permitted, and anyone caught doing so can earn detention or suspension.

## Attendance Policies

### A. Arrival and Dismissal.

- School hours will begin at 8:00 am each day, Monday through Thursday. School will be dismissed at 2:30pm each day.
- Friday school available – See page 6 “Fees” for more info.
- Drop-off time: 7:45 am – 8:00 am Monday through Thursday.
- Pick-up time: 2:15 - 2:30pm, Monday through Thursday.
- Late pick-up fees will begin at 2:31 pm. Parents will then begin paying \$1 per minute, per child. Fees will be due upon arrival the following day.
- Before and after school care may be available for those that enroll before July 1<sup>st</sup>. See page 6 “Fees”.

### B. Attendance.

Students are expected to attend school faithfully. Excused absences include illness with a doctor's excuse, death in the family, and medical appointments. Occasionally, students may be excused for an illness with a parent's written excuse - No more than 3 per semester will be accepted.

Parents should notify the school in advance if students will be going on a trip for revival, mission, etc. Students may take their PACEs and absences will be excused as long as students work in their PACEs. All excuses must be turned in within 3 days of the student's absence or it will be unexcused.

Any student who has 6 or more unexcused absences will be asked to withdraw, and will be reported to the Board of Education, in accordance with KY state law.

### C. Illness.



Parents must not allow a child to come to school who has a fever, head lice, a contagious disease, a stomach illness, or who has not sufficiently recovered from an illness. Parents will be asked to pick up children who become ill while at school.

Students who become ill during the school day will be taken to the office. No student with a temperature of 100 degrees or above will be allowed to remain in school. Parents will be called to pick up the student.

Medication – If possible, medication should be administered at home, and if not, medication must be given to the Supervisor who will keep it and administer it at the appropriate time. Any student needing to take medication at school may do so with written permission from his/her parent or guardian. All prescription medication must be up-to-date, in the original prescribed packaging.

#### **D. Tardiness.**

School begins at 8:00am each day. Students will be counted tardy beginning at 8:01am. Students who are habitually tardy will be penalized.

#### **E. Early dismissal.**

If an early dismissal is necessary, parents will be notified as soon as possible to pick up their children.

### **Dress/Appearance Code**

**A. Dress and Appearance Philosophy.** While the Bible does not prescribe specific types of clothing and appearance, it does provide principles upon which the school has developed its dress and appearance code, and these standards are in keeping with the school's statement of faith.

**B. Violations of Dress/Appearance Code.** Students who violate the dress code will be asked to stay in the school office. Parents will be called and asked to pick up the student or bring necessary clothing for the student to change into, to follow the dress code. Students will face disciplinary action for violating the dress code.

#### **C. General Guidelines for All Students.**

All students are expected to practice good hygiene and cleanliness. Clothing should be clean. No visible tattoos, hair dyes (Supervisor discretion), fad hairstyles are prohibited, such as: undercuts, grown-out crops, Pixie cuts, mullets.

In accordance with our faith, all students will be expected to dress in accordance with their biological genders.

No Cargo pants, pants with holes, Flip Flops, sunglasses, pullover hoodies, caps, hats, or head coverings are permitted. Only a CCS jacket may be worn in school and on school trips. The supervisor has discretion on all apparel/appearance.

All Students: Mondays, Thursdays, and Fridays - Students may wear their school T-shirt and loose-fitting jeans or athletic pants: colors - blue, gray, or black. No form-fitting pants are permitted. \*PE – Students are permitted to wear basketball shorts for PE. Basketball shorts must be approved by the supervisor before wearing. Administration may permit other apparel on special occasions.

#### **D. GIRLS:**

Students should wear their uniform polo shirt, or T-shirt, loose-fitting khaki or dark blue pants (school uniform Bermuda shorts – khaki & Navy are permitted), jeans, or khaki or dark blue skirt as described below.

**On Chapel Day:** \*Optional -The students should wear a blue or gray polo shirt or blouse with a collar and a khaki or dark blue skirt or Jean skirt. Skirt length must touch the floor when in a kneeling position. Slits in skirts are not recommended. If slits are worn, they must not exceed the knee. Girls may wear a khaki or dark blue jumper or skort that reaches the knee. Students may wear leggings under their skirts (skirts & blouses are optional, but the student will receive extra credit for wearing them).

Students will be permitted to wear makeup if it is not excessive.

**E. BOYS:**

Boys are prohibited from wearing makeup or fingernail polish.

Earrings or jewelry of any kind is not recommended (Due to a risk of injury, while playing). CCS will not be held liable for any accidents pertaining to this recommendation.

Boys are expected to be clean shaven. Their hair should be tapered, not touching the ears, eyebrows, or shirt collar.

Boys should wear their school polo shirts or t-shirts, loose-fitting khaki, dark blue pants, or jeans (school uniform Bermuda shorts – khaki & Navy are permitted).

**On Chapel Day:** \*Optional - The students should wear a blue or gray, button-up shirt with a collar and khaki or dark blue pants. Students should tuck in their shirt. If the pants have belt loops, a black or brown belt should be worn (will receive extra credit for wearing a dress shirt and tie). Supervisors have discretion on the types and styles.

## Code of Conduct

The following code of conduct is based on the Ministry's statement of faith, which has its authority in the Bible, as well as policies determined by the administration designed to facilitate and foster a Bible-based educational environment. A student may be disciplined, up to and including expulsion, or asked not to return the following year if he/she is out of harmony with the ministry's code of conduct or other policies of the school, whether on or off the property, as determined in the sole discretion of the administration. Re-admission considerations following dismissal will be determined on a case-by-case basis.

**A. Conduct Expectations.**

At Canaanland Christian School (CCS) we believe that a Christian Education is a privilege and not a right. Therefore, students are expected to conduct themselves in a Godly manner, understanding that Christian morals are a priority at CCS. 1 Peter 5:5 states: Likewise, ye younger, submit yourselves unto the elder. Yea, all of you be subject one to another and be clothed with humility: for God resisteth the proud, and giveth grace to the humble.

**B. Prohibited Conduct.**

Attitudes, actions, and behaviors deemed by the administration to be disruptive in nature to the academic and/or spiritual environment of the school will not be tolerated and will be disciplined, up to and including termination of enrollment, at the discretion of the administration.

- Deception, cheating, stealing, plagiarism, and "borrowing without permission."

- Property vandalism or littering—parents will be responsible to pay for damages students cause to buildings, furniture, grounds, or fixtures.
- Inappropriate communication with staff members such as initiating or responding to social media messages or invitations, text messages, chat rooms, discussion sites, instant messages, or other digital or electronic communications other than through school-authorized communication methods.
- Language—not only is cursing and using the Lord’s name in vain prohibited but so are vulgar and slang expressions, which are also offensive.
- Substance abuse—use of alcohol, illegal drugs, misuse of legal drugs, cigarettes, and vaping.
- Sexual activity and expression (see next section for more on this issue)
- Ungodly attitudes, including disrespect toward authority, sarcasm, arguing, complaining, gossiping, jealousy, etc.
- Intimidation/harassment/bullying -Including: cyberbullying, name calling, spreading rumors, sending inappropriate—violent, sexual, malicious—notes, pictures, texts, etc.); physically (shoving, hitting, spitting, damaging, or stealing property, etc.); and psychologically (acts intended to create a sense of fear or anxiety).

Cyberbullying is the use of electronic information and communication devices, whether personal or school-owned, to harm a person(s) willfully and repeatedly +through electronic mediums, create a hostile environment for the victim, or materially or substantially disrupt the educational process or orderly operation of the school, as determined by the administration. Examples of this behavior include but are not limited to:

- sending false, cruel, vicious messages, including name-calling messages, or spreading rumors electronically
- sending inappropriate (violent or suggested violence, sexually explicit, harassing, etc.) messages, pictures, or texts
- creating websites that have stories, cartoons, pictures, and jokes ridiculing others.
- breaking into an email account and sending vicious or embarrassing materials to others
- engaging someone in electronic communication, tricking that person into revealing sensitive personal information, and providing that information to others
- Posting student pictures without their permission.

The online activities and technologies governed by this policy include but are not limited to social networking sites, chat rooms and discussion groups, instant messages, text messages, computers, tablets, cell phones and other personal digital devices, digital cameras, cell phone cameras, and web cams. As new technologies emerge, they too may be included with the above forms of electronic communication. Violations of these standards are determined solely at the discretion of the (principal/school board, etc.)

## Physical Contact.

Students must remain above reproach in their physical contact with each other and should seek to bring honor to God in their relationships. Demonstration of romantic

involvement by inappropriate displays of affection between students on school property is not permitted. CCS expects students to allow at least 6 inches between them and any other student.

## Sexual Activity/Expression.

In keeping with the ministry's statement of faith, immoral conduct, either on or off campus, will not be tolerated. The Bible strictly forbids such conduct, which includes immoral actions as well as advocating for such behavior. Any immoral acts or statements of immoral acts will not be tolerated in any form and will constitute grounds for expulsion. (Gen. 2:24; Gen. 19:5, 13; Gen. 26:8-9; Lev. 18:1-30; Rom. 1:26-29; 1 Cor. 5:1; 6:9; 1 Thess. 4:1-8; Heb. 13:4).

The term "immoral act" is defined as bodily contact, actively undertaken, or passively permitted, between members of the opposite sex or members of the same sex for the purpose of satisfying sexual desires and any bodily contact that a reasonable person would understand to demonstrate a propensity or intent to engage in a sexually immoral act. This includes viewing pornographic material on or away from the school campus.

The term "statements of immoral acts" is one in which a student identifies him or herself as sexually active or claims he or she is homosexual, bisexual, transgender, or otherwise immoral, or words, language, or behavior to that effect, including by dress or other appearance, that a reasonable person would believe is intended to convey the statement that a student engages in or has a propensity or intent to engage in immoral and/or homosexual acts. Homosexual or transgender conduct, defined as acts or identifying statements, is incompatible with enrollment at the Christian school and is a basis for dismissal. All students, however, must be treated with dignity and respect, free of threats or harassment.

The administration has discretion to determine consequences based on the response of the student being confronted with his or her sin and any external factors that may have played into the situation.

## Campus Standards

A. **Classroom Standards:** 1. Each teacher is given the liberty of making and enforcing classroom regulations that are posted on the classroom wall. It is the responsibility of the student to always respect the teacher as the authority in the classroom. 2. Students must be prepared and ready for class by having all the necessary supplies on hand in the classroom. 3. Students not in their seats immediately following opening will be marked tardy. 4. Once in class, students are not permitted to leave the classroom without a hall pass given by the teacher. 5. Students must refrain from all coarse jesting and horseplay.

B. **Lunchroom Standards:** 1. Each person's space is to be cleaned and all waste placed in the trash can before leaving. 2. No open food or drinks are allowed out of the lunchroom area, other than water. 3. Loud talking, loud burping, throwing food and other forms of disturbing behavior are prohibited. 4. All students are to remain seated during the first half of lunchtime. 5. High school students who drive to school may not go out to their vehicles during lunch break. 6. During nice weather, students in grades 9-12 may be permitted to eat outdoors.

C. **Playground Standards:** 1. Students should obey the adult supervision present. 2. Use playground equipment correctly and safely. 3. No climbing on or leaning on the inside or outside of the fence. 4. Students must be seated while on the swings. 5. No throwing rocks or mulch. 6. No running in the rock areas on school grounds.

D. **. Cell Phone/Electronic Device Possession/Use.**

- Students are prohibited from using a cell phone/smart watch at school. Students who choose to bring such devices must give it to their supervisor as soon as they arrive at school (Student may be allowed supervised phone use @ Supervisor's discretion). The supervisor will return the device at dismissal. \*No students in the lower centers are allowed to bring a cell phone to school.
- The administration/staff reserves the right to review content of any electronic devices brought to school by students.
- Video/audio recordings of teachers, staff, classroom activities, or programs (may only be done with express written permission of the person being recorded, online posting of videos or audios prohibited without written authorization of person recorded, etc.)
- Students will be penalized for violating this policy, including suspension or expulsion if deemed appropriate by the administration.

### Off-Campus Conduct

Students are expected to live a Biblically based life at and away from school because the Christian life is not a game with one set of rules for church and school and another for everyday life. The student is equally subject to discipline for those actions whether occurring on or off campus (premarital sex, pornography, smoking, vaping, drug use, etc.) up to and including expulsion.

### Social Media

The administration has discretion to monitor students' public social media activity; that students' online activities at and away from school must adhere to the code of conduct and the ministry's statement of faith; Students may be disciplined, up to and including expulsion, for online activity that is disruptive to the spiritual or educational environment of the school or that in any other way violates the letter or spirit of the school's policies or statement of faith. Any online activities, including social media posts, blog entries or comments, emails, chats, or otherwise, that the administration becomes aware of that potentially constitutes or involves past or potential criminal activity will be reported to appropriate law enforcement.

Students are prohibited from "friending" or accepting such invites from teachers and staff members at the school. Students are also prohibited from initiating or responding to texts from teachers or other staff members unless such communications also include parents or are on a class-wide group text. Parents should be aware of this prohibition and report to the school if such behavior is observed.

### Disciplinary Policies

- A. Home and School Cooperation.** Biblically, discipline is the parents' responsibility. The parents may delegate the carrying out of that discipline to the school during school hours, but the primary responsibility lies with the parents. Therefore, it is vitally important for the parents and school to cooperate when it comes to disciplining a child. The parents should understand exactly what disciplinary options are available to school personnel in each situation and should support the school in the use of that discipline. Likewise, the school should include the parents in the disciplinary process to the extent possible.
- B. Prohibition of Corporal Discipline.** Canaanland Christian School will not administer corporal punishment as a means of discipline. However, we do not object to parental spankings for correction, and they are welcome to administer that in the principal's office.
- C. Demerits.** Demerits are earned for disturbances or broken rules. Each day, the student has a clean slate and demerit count will start over. Following are examples, but are not limited to:

Food/drink in the Learning Center  
Dress code/hair violation.  
Boisterous conduct  
Defacing school property  
Off-limit areas of campus/building  
Unprepared for Learning Center  
Talking in Learning Center  
Disruptive behavior in Learning Center  
Leaving Learning Center without permission  
Loitering  
Horseplay  
Note passing.  
Scoring Violations  
Incomplete homework  
Failure to have parent sign homework slip.  
Failure to have parent sign communication envelope.  
Failure to have parent sign Progress Report  
Failure to bring Bible to school.

**MAJOR INFRACTIONS (Demerits vary—must meet with the administration)**

Any type of weapon  
Skipping School  
Cheating  
Being disrespectful to staff

"Obey them that have the rule over you, and submit yourselves..." Hebrews 13:17

- D. Detention.** If a student receives 3 or more demerits in one day, the following detention time will be administered the next school day after school:
- 3 demerits = 15 minutes – 2<sup>nd</sup> offense \$5 for after school care.**
  - 4 demerits = 20 minutes – 2<sup>nd</sup> offense \$5 for after school care.**
  - 5 demerits = 25 minutes – 2<sup>nd</sup> offense \$10 for after school care.**
  - 6 demerits = 30 minutes – 2<sup>nd</sup> offense \$10 for after school care.**

**Parents will be notified if their child must serve detention time.**

- E. Disciplinary Probation.** After three Detentions in a week's time, the parent will be notified that the student will be placed on Disciplinary Probation. Any Student on Disciplinary Probation will not be permitted to attend any Field Trips for 2 weeks. If the student does not earn additional Detentions during Probation, he/she will be reinstated to earned Privileges.
- F. Suspension/Expulsion.** The following is a list of offences that will result in Suspension/Expulsion:
- Fighting, drugs, tobacco, vapes, vandalism, possession of weapons, any form of threatening behavior (students, staff, campus, etc.), any form of sexual misconduct (verbally, physically, etc.), or any other act that violates this school's Code of Conduct Policies.
- G. Law Enforcement Involvement.** The administration and staff reserve the right to contact law enforcement if they determine that students' actions warrant it. Furthermore, in virtually every state, teachers and administrators are mandatory reporters of physical and sexual abuse, and Canaanland Christian School has a zero-tolerance policy toward such abuse and intends to report any reasonable suspicions of abuse.

Parents must inform the school if a child attending the school has been arrested by law enforcement. Canaanland Christian School reserves the right to assess the situation and assign consequences independent of any finding by law enforcement or formal legal adjudication.

## Academic Policies

**A. Grading scale.**

|           |               |           |              |           |              |
|-----------|---------------|-----------|--------------|-----------|--------------|
| <b>A+</b> | <b>98-100</b> | <b>B+</b> | <b>92-93</b> | <b>C+</b> | <b>86-87</b> |
| <b>A</b>  | <b>96-97</b>  | <b>B</b>  | <b>90-91</b> | <b>C</b>  | <b>83-85</b> |
| <b>A-</b> | <b>94-95</b>  | <b>B-</b> | <b>88-89</b> | <b>C-</b> | <b>80-82</b> |

**If a student scores below 80% on a test, he/she will be required to repeat that entire PACE and test.**

- B. Standardized Testing.** Canaanland Christian School will administer standardized testing in April to help identify students' academic strengths as well as their weaknesses.
- C. Curriculum.** Canaanland Christian School will use the Accelerated Christian Education Curriculum. Since 1970, Accelerated Christian Education has published Biblical self-instructional curriculum and provided training in its implementation of individualized education for levels K-12. Students are tested diagnostically upon entering schools using the program. Students are then placed in the curriculum in each subject at their own individual performance levels determined by the results of the diagnostic tests.

The unique format of the curriculum allows students to advance from unit to unit as they demonstrate mastery. Students move independently through the curriculum under the supervision of instructors who provide tutoring at the optimum moment of learning.

Accelerated Christian Education is more than quality academics. The curriculum is built on a theistic philosophic foundation. Students learn to see life from God's point of view. Their personal relationship with God and their personal responsibilities to family, church, and community are of primary concern.

\*Curriculum must be ordered through Canaanland Christian School. Any parent or student having possession of curriculum and/or score key via another option will result in expulsion of the student/students.

\*The King James Version of the Bible will be used with the ACE curriculum.

- D. **Homework.** Students who do not complete their goals for the day will be issued a homework slip and are expected to complete their goals at home. A parent must sign the homework slip after the student has completed the pages listed on it. If the student fails to complete the homework or does not get a parent signature on the homework slip, they will earn a demerit. Parental assistance with ensuring that homework is completed is an integral part of student success. Students who miss school due to illness or other extended absence should make up missed assignments, tests, quizzes, etc. Students are expected to complete all homework assignments by their respective due dates. Our teachers do not assign excessive homework so no child should routinely have hours of homework. If a child seems to routinely have and excessive amount of homework, then the parent is encouraged to contact the student's teacher. Often, excessive homework is simply the result of unproductive utilization of class time or poor time management. Please, make sure that your child is getting adequate rest at home. These problems can be solved and communicating with the student's teacher is the best way to address them.
- E. **HONOR ROLL REQUIREMENTS** • At least three stars each quarter in each academic subject: Math, English, Social Studies, Science, and Word Building. (If a student has completed a subject, they will still be required to have a total of 15 PACE's completed.) • A total PACE test average: 'A' Honor Roll (94 – 100); 'B' Honor Roll (88 – 93) • Each of that quarter's monthly scriptures memorized • No more than one (1) failed PACE per quarter • No more than one (1) unexcused absence for the quarter • Must be on grade level (within three paces or according to their projection.)
- F. **Graduation Requirements.** Every student should be classified on the college preparatory track until cumulative evidence substantiates the impracticability of pursuing a college-bound course of study. This requires a minimum of 25 credits.
- G. **Diplomas and Transcripts.** Student names on all diplomas and transcripts will reflect the student's legal name at the time of enrollment and may not be changed except for a court order reflecting a minor's name has been changed pursuant to an adoption decree. At the request of parents, students, or graduates, we will release a copy of their school transcript; however, we will forward it to the school or college requested. We do not give them to parents, students, or graduates because most colleges will not accept them if they do not come directly from the school.



- H. **Bible.** Students are required to have a King James Version Bible for school. Scripture memory work must be from the King James Version Bible.
- I. **Chapel.** Chapel will be held on Wednesday morning at the beginning of the school day. Dress code for Chapel is listed previously in the Dress Code section.
- J. **Report Cards and Other Progress Reports.** Reports cards are sent home at the end of each quarter. Report cards not only show academic progress, but also character traits and Scripture that students have memorized. Parents must sign the report card and send it back to school the next day.
- K. **Philosophy of Fine Arts.** Students may be asked to play an instrument, be involved in speech, choir, drama, etc. Music and fine arts are beneficial to students and help develop talents that will glorify God.
- L. **Drop/Add Courses.** If a student wishes to drop or add a course, the administration will advise students on graduation requirements. Decisions will be made on an individual basis.

## Internet Usage Policy

- a. **Philosophy of Policy.** The school's computers, networks, and internet-usage must be used in a manner that conforms to the school's educational philosophy and does not violate the code of conduct or the statement of faith. Students will be monitored while using the computers.
- b. **Policy Guidelines.**
  - The use of the internet is for educational purposes only, including classroom and individual research.
  - Supervisors/monitors must be present in the Learning Center when students are accessing the internet.
  - Parents/guardians and school personnel may revoke internet access privileges at any time.
  - Students may not share or allow others to use school-provided passwords and prohibitions on "hacking" into another's account.
  - Students are to provide current login information for all school-provided student accounts, storage files, email, etc.
  - School administrators and supervisors may monitor student social media and other internet usage.
  - Computers or tablets are prohibited from being used to download, copy, or store any software, shareware, freeware, or other online information on the school's hard drive without prior permission from the school personnel.
  - School officials are permitted to access network storage of student files or any school-provided portable storage files.

- Students are prohibited from accessing and posting to social media, blog, or chat sites, or sending and receiving personal email from school electronic devices and computers.
- Students are prohibited from accessing pornographic websites.
- The school's internet or computers are prohibited from being used to transmit material that violates US or state laws, including illegal activities or violations of copyright.
- Students are prohibited from attempting to circumvent the school's internet filters.
- The school's internet is prohibited from being used to harass, personally attack, and/or post private information about a person.
- Students are prohibited from posting negative information online about the school, its administration, faculty, staff, other students, policies, events, or activities.

## School Safety

- A. Emergency Drills.** Fire/tornado drills will be conducted periodically throughout the year. Staff will be responsible for training students to know which exit to use for drills and how to leave the building in a calm, orderly manner.
- B. Prohibited Items.** Firearms, alcohol, tobacco, vapes, anything with a blade, matches or lighters, pornographic materials, etc., as well as other items that will create distraction or have the potential to cause damage are prohibited. This might include items such as baseballs, Frisbees, items to sell or trade, collectible cards, insects, plants, pets, media players, video games, e-readers and/or other electronic devices, laser pointers, \* Literature of any kind with profanity or other material deemed objectionable by administration or any other item deemed inappropriate or objectionable by the administration \*All above items will be confiscated and not returned to the student. Parents may pick up the offending article(s) in the school office.
- C. Searches—Randomly, and for Suspicion of Illegal or Unauthorized Materials.** In every school, there are students who not only push the limits of the rules but who will also violate them when they can. This often occurs by students bringing prohibited items to school, such as weapons and drugs.

All school-owned or school-provided computers, networks, online academic services or platforms, electronic devices, physical or electronic mail or storage files, parking areas, desks, and lockers are the property of the church/school, and students have no expectation of privacy in these items or areas. School authorities reserve the right to conduct random inspections of any of these to protect the health, safety, and welfare of our students. In addition, in the event the school suspects a student possesses an unapproved item or has used a school-owned item in a manner that violates school policy, the school reserves the right to conduct a search of the student's pockets, vehicle, locker, desk, backpack, outerwear, shoes, any other item belonging to or in the possession of the student, or any online platform, account, or otherwise the student may have accessed. Unless the situation potentially constitutes an emergency, the school will first attempt to notify parents if a search is necessary and will have two or more staff present for a search; however, enrollment in the school constitutes parental and student consent to conduct

random and for-cause searches without additional or further consent when deemed necessary by school officials. This includes the use of drug- and gunpowder-sniffing K-9 dogs.

- D. Visitors.** Visitors, including parents, will be required to check in at the school office and will be accompanied by a staff member or monitored until they leave the campus.
- E. Other Security Measures.** Measures will be taken by the school to keep students and faculty/staff safe from both external and internal threats of violence. All external doors will be locked from the outside during school hours and classroom doors will be locked while classes are in session but with available access to administrators and other specified school personnel. Other security measures include cameras and/or closed-circuit televisions, providing hand-held communication devices for school staff, and requiring all staff to wear school-provided uniforms.

## Food/Gum/Drink Policies

- A. Lunch.** Hot meals will not be provided by the school. Students must bring their lunch and snacks. They will eat lunch and have their snack times in the Fellowship Hall. Students have access to a microwave oven. Caffeinated drinks are strongly discouraged.
- B. Food, gum, or drinks are not permitted in the Learning Centers or church sanctuary.**
- C. Dietary Restrictions/Food Allergies.** Given the exponential increase in the number of children with life-threatening food allergies, students may not share food or snacks in the lunchroom. Parents must notify the school if their child has a food allergy.

## Transportation

- **Student Vehicles.**
  - Students must have written permission from parents to drive to and from school.
  - Students are not permitted to enter their vehicles during the school day.
  - Students who wish to allow other students to ride with them must provide written permission from driver's parents and passenger's parents.

### **Car Line/Speed Limit on Campus.**

- The speed limit on campus is 5mph.
- Students should not be crossing in front of cars.
- When students are not picked up on time, they will wait in the foyer with a staff member until parents arrive.
- The school should have a list of other people that parents have authorized to pick up their children. No one will be permitted to pick up a child unless he/she is on that list. For those parents that have joint custody of a child, each parent may have differing pick-up lists depending on when the child is in each parent's custody. Those people will be required to produce photo identification verifying they are authorized to pick up a child before being permitted to do so.

- **Transportation Policy for School-Sponsored Events (Athletics, Field Trips, Honor Society Trips, Senior Trips, etc.).** For participation in sports as well as transportation provided by the school for other types of events and activities, students must submit signed liability release/ permission forms from their parents prior to leaving school property. This is for the school's protection. Parents who accompany classes or sports/other extra-curricular teams on trips should only be permitted to do so as official chaperones and only after the school has conducted a background check on the parent/chaperone. The school should require any parents who drive for school-sponsored events to have their drivers' licenses and insurance information on file with the school.

## Miscellaneous Policies

### A. **Contacting Students in the Classroom.**

If there is a need to contact a student during the school day, please call the school office and we will get a message to the student. If it is an emergency, the student will be contacted immediately. Otherwise, the student will receive the message between classes.

- B. Health Services and First Aid.** Parents will be notified immediately if their child becomes ill or suffers a serious injury. Students who need to take medication during the school day must leave the medication with their supervisor. Private schools that do not accept government funding are legally permitted to deny enrollment to any student on a non-discriminatory basis, including students with special medical needs if the school is not adequately equipped or does not have trained medical personnel who can assist with or meeting the child's needs.
- C. Lost and found.** The school's lost and found is in the office. Students may access lost and found with permission from their supervisor. The school will store lost items for one quarter and recommends that students label all personal items with their names.
- D. Deliveries.** When a parent or other person is delivering an item to a student (forgotten homework assignments, lunches, uniforms, projects, etc.) they should bring the item to the school office, and one of the office personnel should deliver the item to the student. Other deliveries, such as birthday cakes or balloons (if permitted), should be approved in advance so that the disruption to the students is kept to a minimum. This will also assist the school in monitoring those who are expected to be on campus.
- E. School Closing.** A copy of the school calendar will be given to the parents at the Parent Orientation at the beginning of the school year. Canaanland Christian School will close any time the Barren County public schools close for inclement weather conditions. School closure will also be posted by text and on WBKO.
- F. Sales/Flyers.** The school does not permit advertising flyers or special sales on school grounds.
- G. School Photographs.** School pictures may be taken in the Fall or Spring. Dress code for pictures will be announced when photographs are scheduled. The cost of the school pictures is not included in the fees at the beginning of the year. Parent must pay the photographer for any pictures desired.

- H. Graduation Protocol.** Graduation announcements are not provided by the school. They must be purchased separately by parents as well as caps & gowns.
- I. Pledges to the US Flag, Christian Flag, and the Bible.** It is mandatory for students to recite these pledges.

**Pledge to the 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.**

**Pledge to the 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.**

**Pledge to the 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**

- J. Special Events, Awards, and Recognitions.** Special awards highlight the Awards Program held at the end of the school year. Students compete during the year to attain these awards. Awards included are Highest Average for each Learning Center, Most Paces Completed, Best Manners Awards, A - Honor Roll, B - Honor Roll, as well as Character Trait Awards. \*All CCS students are required to attend Awards and Graduation Ceremonies.

## **Parental Involvement, Support, and Conflict Resolution**

- A. Parental Involvement.** It is to parents God gave the responsibility to educate children—not to schools. The function of the school is to assist parents in carrying out what God has given them to do.
- B. Parental Support Statement.**

The staff desires a harmonious relationship with parents. If parents have a question about a school policy or an event that involves their child, they should notify their child's supervisor or the administration, where appropriate. An effort will be made to resolve any differences and maintain quality communication between parents and ministry staff.

Parental support is an essential part of the educational process. If, in the sole discretion of the administration, a parent has failed to support the ministry staff or the school's policies and procedures, including the code of conduct, which is based on the statement of faith, the administration reserves the right to deny the student continued enrollment in the school.

- C. Communication between Parents/Students and Supervisor.** Parents are encouraged to communicate with supervisors by email, when possible, when they have questions or concerns about their child, about something related to class, or about a supervisor. \* Parents are not permitted to seek information from another parent or student concerning any of our CCS students.

The school will conduct parent/teacher conferences at the end of the first and third quarter, or at any time the school deems necessary.

It is important that parents and teachers maintain open lines of communication. To facilitate this process, parents are encouraged to meet with their children's teachers regularly throughout the school year. Concerns can be addressed by contacting the school and scheduling parent/teacher conference. To avoid disrupting the learning environment, parents are not permitted to enter classrooms during the school day. These meetings are solely for the parents and teacher – no friends, counselors, case workers, or siblings, etc.

All legal disputes between a student or his parents and the school/church cannot be litigated in the civil courts, as this is Biblically forbidden, but that if such a dispute does arise, the matter should be arbitrated in a Biblically based, Christian manner.

*Parents and students agree that they will never make demands, threaten to sue, or litigate any matter whatsoever relating to or resulting from the student's enrollment at the school. Parents and students understand that making demands, threatening to sue, or litigating a matter against the school violates Biblical teaching and practice and will constitute sufficient grounds for immediate suspension or expulsion of student's enrollment. The parties agree to resolve all potential claims, disputes, or causes of action through binding Christian arbitration using the procedures outlined in the school's arbitration procedures. Binding arbitration shall be the sole remedy for all controversies or claims arising out of the student's enrollment relationship or this enrollment agreement. The parties expressly waive their right to file a lawsuit against one another in any civil court for such disputes, except to enforce a legally binding arbitration decision.*

## Statement of Faith

The following is a simple statement of faith, not an exhaustive treatment of Christian doctrine. Its purpose is to provide a basis for unity among those who labor side by side in this portion of the Lord's vineyard.

- i. We believe the King James Version Bible, both Old and New Testaments, were given by the inspiration of God and is the plenary verbally inspired word of God.
- ii. We believe that there is one God existent, manifest in three persons – God the Father, God the Son, and God the Holy Spirit.
- iii. We believe in the deity of our Lord Jesus Christ, in His virgin birth, and His sinless life, in His miracles, and in His vicarious

death through His shed blood. We believe that He was bodily resurrected from the dead; that He ascended into Heaven; that he is now our advocate at the right hand of God the Father; and that He is coming again first to receive His own, the believer, then to establish His millennial reign upon the earth.

- iv. We believe in the Biblical account of creation, not evolution, but that man was created by the direct act of God and in the image of God.
- v. We believe that Satan, the devil, is the enemy of God and man; that Adam and Eve, in yielding to temptation of Satan, became fallen creatures.
- vi. We believe that men are born in sin and must experience the new birth, regeneration by the Holy Spirit for the forgiveness of sins.
- vii. We believe that salvation is by grace through faith alone.
- viii. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a Godly life and to fulfill the commission given by the Lord Jesus Christ to make disciples of all peoples and to teach them all things whatsoever He has commanded.
- ix. We believe in the resurrection of both the saved and lost, the lost unto the resurrection of damnation and the saved unto the resurrection of eternal life.
- x. We believe that every believer should unite with other believers in a local church.
- xi. We believe the following about Gender, Marriage, and Human Sexuality:
- xii. Because the Holy Bible speaks to the nature of human beings and their sexuality, it is imperative that we correctly understand and articulate what Holy Scripture teaches regarding these matters. As a Church/school, we are committed to the home and family as set forth in the Holy Scripture, and it is our firm conviction that - we should uphold the dignity of each individual as we embrace the unchanging and enduring principles of Scriptural truth. The Holy Bible sets forth specific home and family values, which include the distinct, but equally important, roles of husbands and wives, fathers and mothers, and children.

Therefore, based on the infallible nature of the Holy Bible, the moral teaching of the Holy Scriptures and the long-standing tenets of the Church as a body of Christ, we believe all the following:

God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Genesis 1:26-27).

Rejection of one's biological sex is a rejection of the image of God within that person.

The Holy Scripture grants two life-enhancing options for human sexual behavior:

The conjugal "one-flesh" marital union of one man and one woman.

The Church/school defines marriage as the permanent, exclusive, comprehensive, and conjugal "one-flesh" union of one man and one woman in a single, exclusive union, with absolute marital fidelity, which was ordained by God as the basic family unit in furtherance of the moral, spiritual, and public good, and which binds father, mother, and child, as delineated in Scripture. (Genesis 1:27-28, 2:18-25; Matthew 19:4-9; Mark 10:5-9; Ephesians 5:31-33) We believe that God intends

sexual intimacy to occur only between a man and a woman who are married to each other. (1 Corinthians 6:18, 7:2-5; Hebrews 13:4)

God has commanded those sexual acts outside of a marriage between a man and a woman are prohibited as sinful. Therefore, we believe that any form of sexual immorality including, but not limited to, adultery, fornication, homosexuality, same-sex acts, bisexual conduct, bestiality, incest, pedophilia, polygamy, and the use of pornography, is sinful and offensive to God. (Exodus 20:14; Leviticus 18:7-23, 20:10-21; Deuteronomy 5:18; Matthew 15:18-20; Romans 1:26-27; 1 Corinthians 6:9-13; 1 Thessalonians 4:3; Hebrews 13:4; Galatians 5:19; Ephesians 4:17-19; Colossians 3:5)

God created mankind in His image, male (man) and female (woman), sexually different but with equal personal dignity. Consequently, students must affirm their biological sex and refrain from all attempts to physically change, alter or disagree with their predominant biological sex, including, but not limited to elective sex-reassignment, transvestite or transgender acts or conduct. (Genesis 1:26-28; Romans 1:26-32; 1 Corinthians 6:9-11)

Students must affirm the intrinsic sexual complimentary nature of man and woman and resist any and all same-sex sexual attractions and refrain from any and all same-sex sexual acts or conduct, which are intrinsically disordered. (Genesis 1:27, 2:24; Matthew 19:4-6; Mark 10:5-9; Romans 1:26-27; 1 Corinthians 6:9-11; Ephesians 5:25-27; Revelation 19:7-9, 21:2)

In order to preserve the function and integrity of the school, and to provide a biblical role model to the members and the community, it is imperative that all students and parents agree to in writing, and abide by, this Article, including this section on Gender, Marriage, Divorce, Re-Marriage, and Human Sexuality. (Matthew 5:16; Philippians 2:14-16; 1 Thessalonians 5:22)

As Scripture expressly teaches us, all have sinned and fallen short of the glory of God and should seek redemption through confession, repentance, and faith in Jesus Christ. As a result, the Church believes that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19- 21; Romans 10:9-10; 1 Corinthians 6:9-11)

Whereas enrollment in this school is a privilege, not a right, and carries with it specific responsibilities and moral obligations: the enrollment of any individual shall automatically terminate without notice if the student is actively in violation of any conduct described in this Article.