



2025-2026  
Parent & Student Handbook

Dear Parents and Students,

We are thankful that you have chosen to be a part of our growing Christian school and family. This is a very important decision that you have made regarding your child's future. By working together, we want to assist your family with God's word in the extremely important responsibility of rearing your child in the ways of the Lord.

God exhorts us in 2 Timothy 2:15 to "Study to shew thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth." This command is exactly what we strive to do with an "academic excellence but always with a spiritual emphasis."

To accomplish this we are committed to these core values:

- Every child needs to have a personal relationship with Jesus Christ.
- Our programs are Christ-centered and focus on the truth and morals of the Bible.
- Teach each child to grow academically so that the student can apply the principles of life so that they can reason intelligently, read understandably, compute accurately, write legibly, and spell correctly.
- Develop each student according to Biblical standards spiritually, mentally, physically, emotionally, and socially.

We strongly encourage you to read the Bible every day, attend a strong Bible-believing Church as a family, and apply the principles of God's Word to your family.

Please use this handbook as a tool to keep your child focused on the rules and standards of the school so that together we will have a successful school year. By using God's Word and this handbook, along with communicating and working together, we can experience a wonderful school year.

Pastor Bruce Robinson, School Superintendent  
And the Staff of Stockton Baptist School

<p><b>School Verse</b> "But they that wait upon the Lord shall renew their strength; they shall mount up with wings as eagles; they shall run, and not be weary, and they shall walk, and not faint." Isaiah 40:31</p>	<p><b>The mission of Stockton Baptist School</b> is to provide academic excellence while equipping our students for righteous living, modeling Christ's example.</p>
<p><b>School Colors</b> Blue and White</p>	
<p><b>School Mascot</b> Eagle</p>	
<p><b>School Song</b> "Wings as Eagles" (R. Hamilton)</p>	

## STOCKTON BAPTIST SCHOOL

The goal of our school is to train students in the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity, and good citizenship. SBS stands without apology for the old-time Gospel and the highest standards of morality and Christian behavior.

### **HANDBOOK ADDENDUMS**

From time to time, changes and additions in the policies in this handbook become necessary and immediate. The administration of Stockton Baptist School reserves the right to change this handbook as deemed necessary and appropriate. All families will be given a copy of the amendments or addenda.

### **CHURCH AFFILIATION**

SBS holds to the Statement of Faith of Stockton Baptist Church. A brief summary follows:

- The divine inspiration of the Scripture
- The triune God
- The fallen nature of man and his condemnation
- Salvation by grace through faith...the free gift of God
- The necessity of repentance
- Faith wrought by the Holy Spirit
- The glorious display of God's purpose and grace
- The progressive work of sanctification
- The keeping power of God
- The harmony of the law and the Gospel
- The permanence of the local church
- The prominence of the local church
- Baptism by immersion and the ordinance of the Lord's Supper
- Devout observation of the first day of the week
- The honoring of civil government
- The resurrection of the righteous to life and the wicked to damnation
- Personal imminent return of our Lord Jesus Christ

We encourage our Students and parents to attend and participate in church faithfully.

### **ADMISSIONS**

#### **Admission Policy**

SBS admits students of any race, color, or national ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the students at the school. It does not discriminate on the basis of race, color, and national or ethnic origin in admission of its educational policies, admissions policies, scholarship programs, athletics, and other school-administered programs. However, we do reserve the right to deny admission to any student who is actively involved in any religious group or organization which teaches doctrine contrary to the Bible.

Stockton Baptist School's biblical role is to teach, train, and mold students to be Christ-like. On occasion, the atmosphere or conduct within a particular home may be counter or in opposition to

the biblical lifestyle the school teaches. This includes, but is not necessarily limited to, sexual immorality, homosexual behavior, or inability to support the biblical principles of the school as expressed in the Statement of Faith. In such cases, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.

### **Admission Procedures**

Placement in Stockton Baptist School is finalized when the following steps have been completed:

1. Completion of all application forms, transcripts and school records, physical examination form, health forms, copy of student's birth certificate, social security number, and payment of registration fee.
2. Completion of any necessary testing.
3. A parent interview with the administration is held before the students are permitted to attend classes and students must be present during the interview.
4. All parents and students are required to cooperate with and support the school program. Any student or parent who does not cooperate or agree with the purpose or program of the school will not be admitted or allowed to remain in school.
5. Pastoral Recommendation Form (Grades 9-12). Although students and parents are not required to attend Stockton Baptist Church, it is imperative that parents also take their God-given responsibility regarding spiritual training by attending a local Bible-believing church.

### **Health Forms**

All students must have the required immunization shots and have a record on file in the student's permanent file. All Kindergarten and students entering the 7th grade must have the proper immunizations completed. The human papillomavirus (HPV) vaccine is a recommended immunization by the federal Advisory Committee on Immunization Practices, the American Academy of Pediatrics and the American Academy of Family.

Emotionally challenged children, those who are physically handicapped, or students with a current IEP are admitted only if it is determined that SBS is able to accommodate their needs appropriately.

### **PARENT-SCHOOL RELATIONS**

It is our goal to provide excellent and regular communication with the parents, and we would appreciate the same courtesy. Elementary students will use a Parent-Teacher Communication Folder. Parents will be provided with a copy of the Student assignment page. Parents are also encouraged to log in to the Alma School database to see their child's grades, which are posted by teachers as promptly as possible. Parent-teacher conferences will be scheduled as needed; and progress reports and quarterly report cards will be sent home as listed on the school calendar. Any time a student is not performing as expected, you will be notified.

When communicating with the school, please keep these things in mind:

1. All financial matters must be discussed with the office manager. The principal, teachers, and monitors do not have any dealings with your bill.
2. Please do not discuss school issues at church. This includes personal, financial, or otherwise.

3. Please be pleasant with teachers, staff, and office personnel.
4. Please give teachers and staff the benefit of the doubt. Students tend to twist the truth to their advantage. Before you decide what you think about something, get both sides of the story.
5. Please do not discuss your personal business when your students or other students can hear.
6. We as a staff want to hear your feedback, if you need anything please let us know!

While teachers are supervising and instructing students, they should not be interrupted. To schedule a meeting with a teacher, please contact them through the school office or the App. Here are some tips for effective communication with staff:

- Keep it short and simple. Questions need to be specific and concise.
- Please do not use teacher personal phone numbers or emails to contact staff.
- Teachers are expected to return short messages in a reasonable time period, but conferences needed outside of school hours should be scheduled in advance.
- Should a meeting or conversation become overly emotional, the meeting will be rescheduled for another date/time.
- Avoid complex or highly emotional discussions in the presence of students and other families and staff members. Approach the conversation prayerfully following the "Matthew 18" principle below.

#### **Dealing with Parent/Teacher Concerns According to Matthew 18:15-20**

A parent who has a concern about a teacher or classroom situation should follow these steps: Make an appointment to meet with the teacher involved. If no resolution is achieved after meeting with the teacher, the following next steps should be taken.

1. The parent should request a meeting with the principal. A meeting will be set up between parent, teacher, and principal.
2. If no resolution is achieved after a meeting, the parent should request a meeting with the teacher, principal, and administrator. At this level, the decision of administration is binding.

NOTE: This conflict resolution policy demands that concerns be directed to the individuals specifically involved at each meeting stage before sharing information with participants at the next stage of communication.

#### **Emergency Information**

An emergency information form must be completed for each student for school office use, providing telephone numbers and contact persons should an emergency arise. Please inform the office of any changes throughout the year.

#### **Visiting the School**

Parents are welcome to visit our school, but appointments should be arranged through the school office. No visitors (including parents) are allowed to enter the campus without receiving administrative permission and checking into the office for a Visitor Pass. All parents/visitors who attend a school event (opening assembly, chapel, spirit week, field trip, etc.) are expected to dress and act in accordance with SBS volunteer/staff guidelines. Student visitors may occasionally be

allowed to visit for special events or for the purpose of potential school enrollment. They must follow school guidelines while on campus.

- Clothing must not contain inappropriate images, words, or depictions.
- Clothing must be decent and chaste - no provocative, revealing, or otherwise immodest clothing.
- Gentlemen must wear pants and an appropriate shirt (undershirts/tank tops not permitted as the only shirt being worn)

### **Consent Form for Off-Campus Activities**

We have a closed-campus school. All students are required to stay on campus all day. The Off-Campus Activity Consent Form allows your child to go to off-campus school activities such as field trips.

### **Financial Policy**

A separate policy sheet is available with the application packet. For a copy, please request it from the Office Manager. Any questions on school bills should be directed to her.

## **CAMPUS SAFETY**

### **Locked Door Policy**

Doors will be kept locked during school. No one is allowed entrance into the classroom that is not a student, faculty, or staff without a staff representative. When unattended, the Educational Wing doors will be locked, and all visitors to campus should use the church office entrance. All students will use a "buddy" system if they need to leave class during the day.

### **School Safety Drills**

Drills are held periodically to ensure that in the case of emergency the buildings will be emptied or secured with minimum delay. For emergency exits, a specific route and meeting location have been determined in advance for each classroom. In coordination with local law enforcement, we also have procedures for "shelter in place" scenarios. Students must follow these procedures. No student is allowed to tamper with fire alarms or cause a false alarm.

### **Telephone/Electronics Policy**

No phones, tablets, or electronic games will be permitted. Students may request to use the telephone in the school office while on campus. Staff will determine if a phone call to a parent is needed and make the call. Violations of this rule will result in having the phone taken away, and parents will be required to pick it up from the office.

## **ATTENDANCE**

### **Arrivals**

An adult will be on duty for student arrivals between 7:30 – 8:15 am. Students are dismissed from the cafeteria at 8:00 am to go to the classroom with their teacher. School begins at 8:15 am.

### **Dismissal**

Only the people listed in the release form will be allowed to pick up your child from school. Please notify the office immediately if changes occur. Students will be lined up after school to wait for

their ride. They should be picked up between 3:00 and 3:15 pm. After 3:15 pm they will be signed into Extended School Day (ESD). Additional charges will be incurred. Please refer to the Application Packet.

### **Driving on Campus**

1. Maximum speed is 5 MPH.
2. No loud music playing in vehicle.
3. No smoking of anything on school property (including vehicle).
4. No inappropriate dress, clothing with worldly images or text.
5. Drugs, alcohol and weapons are strictly forbidden on school property.
6. No inappropriate language.
7. Student Drivers must have permission from the school to drive on campus and will be strictly monitored.

### **Early Dismissal**

If circumstances make it necessary for your child to leave school early, please call the office at least 30 minutes in advance. We will make sure your child is ready in the office when you come for pick up. In case of non-emergency, please send a note with your child that day to explain the reason.

### **Illness at School**

A student will be sent home if he has a temperature of 100° or above; is vomiting ; or has other obvious symptoms of illness that are detrimental to classroom learning. We will not normally send a child home if he is just “not feeling well.” Please keep your child at home if he has any symptoms of a communicable disease or if he has had any of the mentioned symptoms 24-hours before.

If a student needs immediate medical attention, the office will call 9-1-1 and then notify the parent.

All medications needed by a child at school must be turned into the office in a prescription container with a written note from a parent. Medication will be administered according to the prescription. Asthma inhalers or epinephrine pens can be kept in the student’s classroom, but written authorization must be on record. No staff will be allowed to administer any medicine to any student without parent authorization. Parents will be able to complete an optional authorization form for minor OTC medications such as Tylenol or cough drops.

### **Student Absences/Tardiness**

(*Education Code Section 48260*—Any pupil subject to full time education who is absent from school without valid excuse more than three days or tardy in excess of 30 minutes on each of more than three days in one school year is a truant and shall be reported to the attendance supervisor of the superintendent of the school district.) Therefore, a student will be allowed a maximum of three (3) unexcused absences and tardies per quarter. After the third, the student will be put on probation.

A written note explaining specifically the nature of the student’s absence, signed by a parent or guardian, must be presented to the supervisor when a student returns to school the day following the absence or tardy. Without an excuse note, an absence or tardy will be considered unexcused.

The following will be considered excused absence or tardy:

- Death in the immediate family
- Illness
- Medical/Dental Appointments with note from Dr.
- Out of town trips with family (pre-approval is requested)

Arriving after 9:00 am or leaving before 11:30 a.m. will be considered an absence.

A student will not be allowed more than 10 total unexcused absences and tardies. It is our desire to impress on the mind of the student the importance of good attendance habits. We ask you, the parent, to help us in this endeavor. Unexcused absences are also subject to lowered grades due to missed homework and quizzes. Any student who is caught deliberately skipping class will receive an automatic suspension for at least one day.

While we do not have a limit on excused absences, we feel that more than 10 additional absences will make a noticeable difference in a student's ability to complete their recommended work for the year.

## **ACADEMICS**

### **Curriculum**

Elementary students will use *A Beka* materials for all core subjects.

Junior High/High School will use *ACE* for our core curriculum (Math, English, Social Studies, Science, Word Building). Electives are a combination of *ACE* and other materials.

Our grading scale is as follows:

A+	99-100	B+	88-89	C+	78-79	D+	68-69
A	92-98	B	82-88	C	72-78	D	62-68
A-	90-91	B-	80-81	C-	70-71	D-	60-61

F Below 60

### **Failed Pace Policy**

*ACE* is a mastery-based curriculum. To ensure your child grasps the concepts outlined, they will not be able to pass a subject they do not understand.

If a child receives a 79% or below they will erase the PACE and do it again. The second time he/she fails the school office will send home a notice and charge the family a \$5 fee to replace the PACE. The highest grade a student can receive on a failed PACE is 80%. Each failed PACE will be factored into their GPA as an 80% and will be redone until the student grasps the concepts in the PACE and passes with a grade 80% or above.

Most students will not fail more than once if they are scoring properly and honestly completing the work required of them.

### **Homework Policy**

**Elementary:** Homework is assigned to reinforce academic work taught in the classroom and is used for mastery, practice, remedial activity, long-term projects, or preparation for future lessons.

Parents should assist and/or supervise, but each student is expected to complete the homework on time. Students not having their work done on time will receive a lower grade. All work must be completed in a reasonable time following an excused absence.

**JH/HS:** If a student does not complete his daily goal of PACE work, they will be sent home with homework to finish before the next day. It is required that a parent sign the homework slip once the homework is completed. An unsigned slip, no returned slip, or incomplete homework will result in a demerit for each offense (each incomplete subject will receive one demerit).

Self-Tests and Tests will not be sent home as homework. The student must complete that during class. Check-ups may be done at home.

### **Scripture Memory**

**7<sup>th</sup> – 12<sup>th</sup>** grade must quote their weekly verse by the end of the week, and all verses at the end of each half semester (quarter).

**1<sup>st</sup> – 6<sup>th</sup>** grade must quote their verse as assigned by their teacher.

If a student does not meet the requirements, it will be sent home as homework. Regular homework rules apply.

### **Honor Roll**

Honor Roll is available to students from 1<sup>st</sup> through 12<sup>th</sup> grade. Honor Roll recipients are recognized at the end of each semester.

Honor Roll Requirements:

- JH/HS students must complete a minimum of 72 PACEs in the school year
  - The PACE count is considered met if the student is working in PACEs ahead of their current chronological grade level.
  - Academic balance (3 PACEs completed/quarter in each subject) will be accepted in certain situations in lieu of the 72 PACEs requirement.
- Elementary Students must maintain required grade percentage:
  - “B” Honor Roll – 80 percent or higher in all subjects
  - “A” Honor Roll – 90 percent or higher in all subjects
- All students must quote all required Scripture passages.
- Students may not exceed twelve detentions in the semester.

### **Promotion**

Because ACE allows students to work at their level, their chronological grade is not frequently referenced except when setting their yearly goals. One student may excel in a subject and function a year higher than their grade level, but be a little behind others in another subject. Therefore, their grade level merely reflects the chronological grade we are using as a guide for our expectations.

Each student will have different goals and different levels as determined by their parents and teachers. If a student is falling behind or getting too far ahead, we will make adjustments accordingly.

## **DRESS STANDARDS**

To promote a Christ-honoring, respectful, and focused learning environment, all students are expected to comply with the following uniform guidelines. The Administration reserves the right to make final decisions and changes as needed.

While at school, uniforms are to be worn by all students. Students and parents should be responsible to see that uniforms are in good condition (no holes or tears), washed, ironed (if needed), and ready for wear. If your child comes to school out of uniform, or if a problem cannot be corrected immediately, you will be called either to pick up your child or bring another uniform to school. Your child will not be allowed to attend class until he is in uniform. The administration will be the final authority should there be any questions on the matter of dress.

A repeated, extreme, or specific violation of the Dress and Grooming Code conveys a lack of willingness to cooperate. Therefore, corrective action will be taken in the form of a parent conference, detention, or suspension from school. A continual violation may indicate a lack of willingness to comply with the dress code and may result in a student being asked to withdraw from the school. SBS reserves the right to send a child home if he/she is not appropriately dressed.

### **General Dress Code Uniform Rules**

1. Hats or caps are not to be worn inside the school. They may be worn outside during breaks or PE.
2. No student will wear clothing that advertises worldly places, products, or persons. All inscriptions must meet administrative approval.
3. The same standards of conduct and dress required of students at school are required on all school-sponsored activities.
4. Parents will be notified of inappropriate dress or appearance and will be given the necessary steps for correction. Notices to parents regarding haircuts or other dress code violations are to be signed and returned the next school day. Failure to return a dress code notice will result in a demerit. Failure to comply within a reasonable time may also result in further consequences.
5. High School girls may use cosmetics in moderation with parental consent.
6. Excessive jewelry will not be allowed. Girls' earrings must be modest. Boys will not be allowed to wear earrings. No student will be allowed to wear nose rings or any other pierced body jewelry.

### **Dress Code For Girls**

1. Polo Shirts or modest blouses may be worn most days in the colors of Navy Blue, Maroon, White, or Gray. White or light blue blouses are required on Chapel Days. Young ladies are to wear skirts with shirts that are in the approved colors (See below). Skirts may not be made of denim or jean material. The hemlines of the skirt must cover the student's knees when sitting. Slits of the skirt are not to go past the knee. Only leggings or tights can be worn under skirts. No jeans or sweats. This includes Spirit/Field trip days.

Approved Colors: Solid colors only Navy Blue, Black, or Khaki. All clothing is to fit properly and to be in good condition.

- Shorts are not part of the school uniform except under skirts. If K-4<sup>th</sup> grade girls are going to flip and play around on the monkey bars, shorts MUST be worn in order to do so.
- Chapel Dress (usually on Wednesdays) and other special events: Girls are to wear a white or light blue blouse with uniform skirt.

### **Dress Code For Boys**

- Polo Shirts in the colors of Navy Blue, Maroon, White, or Gray. White or Light Blue dress shirts are required on Chapel Days.
- Pants must be uniform style, in the colors of Navy Blue, Black, or Khaki. No shorts.
- Shirts must be tucked in to the extent where the belt can be seen. Belts are to be worn with trousers unless they are designed otherwise.
- Chapel Dress (usually on Wednesdays) and other special events: Boys are to wear uniform pants and white or light blue color dress shirt with a black, gray or navy-blue tie. The tie is to be worn unless the teacher gives permission to take the tie off on especially warm days.
- All trousers and shirts must fit properly. Baggy clothing is not allowed.

### **Footwear Guidelines (All Students)**

- Tennis Shoes
- Solid Color Shoes (blue, black, brown, gray, white)
- Dress Shoes for Chapel day.
- Girls may wear sandals with a secure back strap
- No open-toed shoes or "Crocs."
- Solid Colored socks (white, navy blue, black) or stockings must be worn as applicable.  
(Exception: JH/HS girls are not required to wear socks with sandals.)
- Shoes must be clean, in good condition, and appropriate for school activities.

### **Outerwear Guidelines (All Students)**

- Solid color sweaters or sweatshirts are permitted in the classroom.
- Jackets, hoods, or hats may not be worn indoors.
- All outerwear must be appropriately fitted and free of graphics or logos.
- School-branded (spirit wear) sweatshirts are acceptable and encouraged.

### **PE Uniforms - Students in 5<sup>th</sup> grade and above**

- Loose-fitting, knee-length shorts or appropriately fitted sweatpants (cold weather)
- Dark-colored t-shirts
- Tennis Shoes
- PE attire should be modest, comfortable, and allow for safe movement. Students must change into and out of PE clothes as directed by their teacher.
- Students unprepared for PE will have their grade lowered for that day. Students will receive a detention on the third occasion of not having a PE uniform in a quarter.

### **Spirit Days/Field Trips**

On designated Spirit Days, Free Dress Days, and Field Trips, the following guidelines will be followed.

1. School-branded spirit wear (t-shirts)
2. Designated t-shirts (sports day theme, etc.)
3. Girls must follow the regular policy for skirts.
4. Boys must follow the regular policy for pants.
5. All clothing must remain modest, clean, and appropriate.
6. Any other changes specific to an event will be announced in advance.

## **Hair Standards**

### **Girls**

1. Hair must be a natural hair color.
2. Avoid fads or extreme hairstyles. If the hairstyle is deemed inappropriate or attention catching by the administration, parents will be notified and given a deadline to improve the haircut/style.

### **Boys**

1. Hair is to be cut so that it is off the ears and not touching the collar of the shirt.
2. First time noticed by a staff, there will be a verbal warning to the child to let their parents know they need a haircut. The second notice will be a written notice given to the parents with a 1-week deadline for the haircut to be improved to meet required standards.
3. Sideburn lengths are to be to the middle of the ear.
4. All boys must be clean-shaven.
5. Avoid fads or extreme hairstyles. If the haircut is deemed inappropriate by the administration, parents will be notified. Hairstyles are to be tapered.
6. Dyeing of hair will not be allowed.

## **Headwear Policy**

To maintain a consistent and distraction-free learning environment, the wearing of any type of headwear is prohibited indoors. This includes, but is not limited to, hats, caps, headwraps, bandanas, turbans, or any other form of head covering (excepting girls' headbands). Our policy requires that all students adhere to the no headwear rule. The only exceptions to this rule are for medical reasons, which must be documented and approved by the school administration.

## **Head Lice**

If a student is found to have lice, he will be excused from school and the parent(s) will be contacted for immediate pickup.

SBS has a "no nit" policy. This means that a student is not allowed to attend as long as lice eggs (empty or otherwise) are still in the hair. This policy considers not only the infested child, but also his peers who have already been successfully deloused or who have not yet been infested. This is the best standard to serve and protect all the children at SBS.

## **STANDARDS OF CONDUCT**

- Always obey staff and administration promptly and respectfully.
- Always speak courteously to staff, volunteers, and other students.
- Show respect for other people's rights, ethnicity, and property.
- Exhibit proper reverence during flag salutes, devotions, chapel services, and prayer times.
- Do not disrupt a teacher, except in an emergency, while he/she is conducting class.

- Students are never allowed to be alone in a classroom or building.
- Students are never to be alone indoors or in a private part of campus with any member of the opposite gender.
- Pick up after yourself and help keep the classrooms and the school grounds clean and neat.
- Do not lie, cheat, or steal.
- Return school materials, books, and assignments and provide requested information.
- Follow the “hands-off” policy.
- Observe school boundaries.
- Do not bring any inappropriate material to school.
- Help keep restrooms clean and throw paper towels and other trash in trashcans. No flushable wipes are to be used.
- Maintain self-control and avoid fighting, arguing, use of profanity or name-calling.

The following are not allowed at school:

- Gum
- Toys
- Games
- Playing cards
- Trading cards
- Video games
- Expensive jewelry
- Knives, slingshots or weapons of any kind matches, lighters, or fireworks
- Radios, TVs, CD players or MP3 player

If any of these items are brought to school, they will be confiscated and sent home at the end of the day. Certain items may require parental pick-up. Repeated offences may result in holding items until the end of the school year. Exception – lower grade students may bring a toy from home if specified by a teacher for a specific event such as show and tell. All toys must be appropriate in nature as determined by the school’s values.

### **Classroom Expectations**

No talking or communication of any kind is permitted in the classroom, unless decreed by the classroom supervisor or teacher that everyone can talk for the purpose of a party or other activity. This includes entering and exiting the class. This includes addressing a teacher. Students must raise their hand politely to be called upon by the teacher; they are not allowed to call out. Lower grade levels will be given more grace as they learn these rules.

No chewing gum, eating, or drinking in class, with the exception of a student water bottle, which may be used occasionally. Students are given restroom and water breaks and are expected to use them appropriately.

No toys or unapproved materials are permitted at a student’s desk.

### **Lunchroom Expectations**

Students are expected to behave in the school lunchroom in the same courteous manner as they would in their classroom or in their home. Violation of lunchroom rules have the same consequences as if the student were in the classroom.

Breakfast will be served from 7:50am to 8:10am. Because classes begin at 8:15am, students will not be served breakfast after 8:10am.

- Speak softly in the lunchroom. There is to be no yelling, screaming, or rowdy behavior.
- Do not throw food. Do not touch another student's meal.
- Meals are to be eaten at the designated time.
- All plates and trash are to be taken to their proper places when instructed by the lunchroom monitor.
- Proper respect is to be shown to the cafeteria manager and/or servers.
- Do not leave tables until excused. Students will not be dismissed until their eating area is clean.
- Microwaves are available for student use, but must be in a microwavable container. Younger students may notify the lunch worker that there is food to be heated prior to lunch.
- Due to severe allergic reactions no shellfish, coconut or nuts are to be brought onto campus.

### **Playground Expectations**

- Always obey directions of school staff.
- Consult with staff when having trouble or difficulties on the playground.
- No playing in the bathrooms.
- Wrappers from snacks and other trash must be discarded in the trashcans.
- Stay within school boundaries.
- Do not run on sidewalks or inside any building.
- Do not throw objects including rocks, sand, dirt, sticks, book bags, or lunch boxes.
- No teasing, name-calling, intimidation, or bullying.
- No spitting or throwing water or other liquids.
- All games are open to anyone who wants to play at the start of the game.
- No seeds or nuts in shells.
- Follow a "hands-off" policy. No hitting, slapping, kicking, grabbing, pulling, or pushing.
- Students are not allowed to climb on anything not designed for climbing.
- Games involving wild running, physical contact, or other forms of rough play are not allowed.
- Games involving physical contact are only allowed during supervised class activity time.
- Students are not allowed to retrieve items cleaning closet or maintenance closet.

### **Equipment**

- Use all playground equipment carefully and according to its intended use
- Slide only in sitting position with feet first. Do not run or climb up the slide

- Swing seated, in back and forth motion. Only one person is allowed to swing in each swing at a time. Swings are never to be twisted, wrapped over the top bar, or in any way linked to other swings.
- No standing on or jumping from equipment. Do not jump from one piece of equipment to another.
- Playground balls are to be used in games such as four square and nine square and dodge ball
- Balls may not be bounced off the walls except in a designated area

At the end of recess, all equipment should be returned to a designated area. Students are not allowed to bring hard balls or baseball bats to school.

Bicycles, scooters, skates, skateboards, roller blades, and skate shoes may not be ridden or used on school/church property. If a student rides a bicycle to school, he must wear a helmet, and the bike is to be locked in a designated area during the school day. Skate shoe wheels must be removed while on campus.

Discipline problems on the playground will be resolved by the staff member who supervises student recess. Students will be disciplined by receiving demerits or short “time outs” during recess. Consistent or severe problems will be referred to the administration for further discipline.

## **DISCIPLINE**

Biblical discipline provides lessons of life for the student both now and for the future. Lessons of discipline include:

- teaching the fear of the Lord (Proverbs 1:5-7)
- teaching students to make right decisions and to stand alone for righteousness (Proverbs 1:10- 19, 29-33)
- teaching God’s laws of cause and effect (Galatians 6:7-8)
- teaching restitution for offenses (Matthew 5:23-24, 18:15)

The purpose of student discipline is to provide a foundation and to produce the character of Christ through the implementation of Biblical principles of correction. According to God’s Word, obedience to rules is designed to protect a person for God’s best rather than for a life of surrender to the world (Genesis 2:17, Romans 6:13). Our philosophy of discipline is to teach students to exhibit a spirit of concern and control. Our concern is motivated by a desire for each student to travel in the direction that God would have for him. By God’s grace, our attitude of discipline is never carried out with a goal of hurting the student; but rather, to protect the student from unprofitable life directions. Control is also very necessary in discipline. Our disciplinary system is designed to be meted out with equity based not on who the student is, but based on what principle and policy the student has violated. This does not eliminate the element of mercy. However, mercy must be tempered, lest it be viewed by others as permissiveness and an encouragement to intrude on mercy.

Our goal in discipline is to match the consequence to the offense, and then counsel restitution to the offended party (Matthew 18:21-35). The disciplinary system will be only as public as necessary

to resolve conflicts with the ultimate goal of causing others to fear the Lord and walk in obedience in Him.

SBS is not a corrective institution. Consequently, we ask that you do not enroll your child with the idea that we will reform him. We are here to work with the home, but not to take the place of parents who have experienced difficulty in fulfilling their role.

Students must at all times conduct themselves in a manner befitting of a Christian.

Complaining will not be tolerated. If your child does come home complaining about a policy or discipline, please follow this procedure:

- Give the staff the benefit of the doubt.
- Realize his reporting of the incident is emotionally biased and without all the information.
- Realize we have reasons for all rules, and they are enforced without partiality. Never criticize the school in front of the child or anyone else.
- Support the administration and call for all facts.

Someone has said, "An undisciplined person cannot learn. He will destroy himself, society, or both." Upon such a premise, SBS has built a disciplinary system designed to teach a child to "rule his spirit" in a way pleasing to our Lord Jesus Christ. When a child's attitude is not in accord with the school policies or principles, the child will be placed on probation, and both parents will be called for a conference. If the administration feels the situation has not changed within a designated time, parents will be asked to withdraw their child.

At SBS, we maintain a discipline which is firm, consistent, fair, and tempered with love. Our staff maintains standards of behavior in class through kindness, love, and genuine regard for the student. However, when disciplinary action becomes necessary, it is firmly carried out, tempered by good judgment, and understanding.

### **Demerits**

Demerits will be issued to students who earn them for any offense listed in this handbook or violations of the daily classroom procedures.

Demerits are sent home with the student, and they are to be signed by the parent. The student must return the signed demerit to school the next day.

### **Demerit Policy**

- ✓ A demerit is issued for offences found in this Student Handbook. The classroom teacher is the one who issues demerits the majority of the time; however, a demerit may be written by any faculty or staff
- ✓ 5 demerits equal a detention. Demerits will accumulate throughout the week. Every student starts with a new slate each Monday. When a detention is issued, the 5 demerits will be stapled to the back of it and given to the student. Detentions will be served the following day during morning recess or lunch.

- ✓ 2 detentions within 5 school days. When a 2nd detention is sent home in less than 5 school days, the parents will be contacted by the administrator.
- ✓ 3rd detention is a suspension. When a 3rd detention is issued within 5 school days, the classroom supervisor will notify the school administrator immediately. The administrator will contact the parents for suspension procedure.

## **DETENTION**

Detentions are not served as a time to catch up on homework or talk to friends. The purpose of a detention is to discourage the student from getting demerits. Detentions will be served in the office, and students will be asked sit quietly during the duration of the detention. Detentions will be 15 minutes in length. They will be served during morning or lunch recess.

## **SUSPENSION**

The administrator reserves the right to suspend a student for actions he deems is worthy of suspension.

Receiving a suspension will result in a loss of all privileges for one week (5 school days) beginning on the day or days of suspension. When a suspension is administered, a notice of suspension will be sent home the day prior to the suspension. The morning after, the note must be signed and returned, for it will serve as a note back to school. The week (5 school days) following a suspension will be a probationary period. If the student receives detention during the course of the probationary period it will result in a meeting with the parents, pastor, and principal to discuss further action.

1. The first suspension a student receives will be one school day.
2. The second suspension will be 3 days.
3. The third suspension will be 5 days.

It is reasonable to expect that the average student will receive a few demerits over the course of a semester. For this reason, demerits accumulated in one week will be erased at the end of that week. However, the same is not true regarding detentions and suspensions. Four suspensions over the course of a year will result in expulsion from SBS.

## **EXPULSION**

The following will result in immediate expulsion from school:

- Arrest or involvement in crime
- Gambling
- Immorality/sexual conduct of any kind
- Membership in gangs
- Pornography (gestures, language, or materials in any form)
- Possession of knives, firearms, or any other weapons
- Striking a teacher
- Use of illegal drugs or alcohol
- Written or expressed profanity

Students are expected to report major infractions of school policy to the administration. A violation of school policy is seen as a betrayal of the whole student body and is regarded as such. Students who are aware of major violations of the school policy, but do not give full disclosure, may be subject to the same disciplinary action as those who have committed the infraction. Lying, cheating, and stealing are not permitted. If a student exhibits any of these behaviors the matter needs to be brought to the administrator immediately.

## **OTHER SCHOOL POLICIES**

### **Property**

- Stockton Baptist School will not replace and/or reimburse students for lost/stolen articles.
- Students and their parents/guardians are responsible for damaged property (personal, school or church) whether the damage was accidental or willful. Students that are found destroying school desks such as peeling paint or scratching scoring stations will be issued an immediate detention where the student will be asked to clean or do some sort of work to pay for destructive behavior.
- Lost and found items will be cleaned out periodically and donated to a charitable organization. Uniform items will be given to the clothes closet.

### **Searches**

SBS has the right to search any or all of the following:

- backpacks, purses, or pockets
- lockers, offices, or desks
- the person of the student

### **Social Media Policy**

Students and staff alike must take a serious stance on social media. Anything that is posted, “liked,” repeated, communicated, and/or affiliated with that which is ungodly will be treated as if it had been done on school property. The testimony of our school, church, staff and Pastor are on the line. Inappropriate behavior online will not be tolerated.

We do not tolerate corrupt communication. Students are encouraged to speak of godly things and refrain from discussing inappropriate TV programs, movies, or celebrities at school.

Swearing and disrespectful speech to a staff member or another student will not be tolerated.

### **Privileges**

JH/HS Students may earn special privileges by completing their required amount of work if they have not exceeded their detention limit for the week and their progress is on target for the year.

### **Merits**

Merits are play money that are used for positive reinforcement, which helps keep the students motivated.

Students received “merits” for:

1. Exceptional behavior = 50 merits
2. 100% on test = 100 merits

3. Clean desk award (every day to boy and girl) = 100 merits
4. Say verse (weekly) = 50 merits
5. Each classroom should have other incentives.

Merit store will be held at the end of each semester.

### **Field Trips**

Field trips are not mandatory and are scheduled throughout the school year. Students who are on academic or behavioral probation may not be allowed to attend. Likewise, a student whose behavior is deemed to be detrimental to the field trip will be asked to stay home.

### **Lost and Found**

All personal belongings should be clearly marked with the child's full name to prevent loss. This includes backpacks, jackets, sweaters, lunch boxes, books, etc. All items left after dismissal will be kept in the Lost and Found. If left unclaimed for two weeks, they become the property of SBS and will either be disposed of or given to charity.

### **Lunches**

Please make sure your child has everything he needs when you pack his lunch. Food left behind will be discarded.

### **School Supplies**

A list of school supplies for your child has been provided. It is important that your child have all the required supplies for his courses on the first day of school. Please respond promptly if your child needs additional supplies during the year.

### **Break Time**

The students receive frequent breaks throughout the day to eat a snack, get a drink, and use the restroom. Please do not send students with snacks to share unless pre-arranged with the teacher.

### **Birthdays**

Children, more specifically the younger ones, enjoy celebrating their birthday with their schoolmates. If you are planning to do this, please notify the teacher in advance.

### **Posted Announcements**

No handbill, literature, or sale of any items is allowed on the school premises without the approval from the office.