



# Stockton Baptist School Handbook

**Academic Excellence  
but always with a  
Spiritual Emphasis**

**2023-2024  
School Year**

5480 North Highway 99  
Stockton, CA 95212  
(209) 931-6101

[www.sbschool.info](http://www.sbschool.info)  
[www.napreschool.org](http://www.napreschool.org)

A Ministry Of  
Stockton Baptist Church  
Pastor Steve Kihlthau  
[www.sbcstockton.com](http://www.sbcstockton.com)

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 everyday, 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.

If we can answer any questions regarding Stockton Baptist School please feel free to first contact our School Principal, Mrs. April Hernandez.

Pastor Steve Kihlthau, School Superintendent  
Mrs. April Hernandez, School Principal  
And the Staff of Stockton Baptist School

**Our School Verse**

"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

**Our School Colors**

Blue and White

**Our School Mascot**

Eagle

**Our School Song**

"Wings As Eagles"

**The mission of  
Stockton Baptist School  
is to provide academic excellence  
while equipping our students  
for righteous living,  
modeling Christ's example.**

## Tuition Fee Schedule for the 2023-2024 School Year

	<u>YEARLY</u>	<u>10 MONTH</u>	<u>*12 MONTHS (June-May)</u>
<b><u>KINDERGARTEN-EIGHTH GRADE (8AM-3:00PM)</u></b>			
FIRST STUDENT	\$4,500.00	\$465.00	\$380.00
SECOND STUDENT +	\$3,600.00	\$375.00	\$315.00
<b><u>NINTH-TWELFTH GRADE (8AM-3:00PM)</u></b>			
FIRST STUDENT	\$4,550.00	\$470.00	\$395.00
SECOND STUDENT +	\$3,950.00	\$410.00	\$340.00

Distant Learning option  
for all students Tuition  
fees are half price  
(See page 17)

**Tuition Referral Program:** For each enrolled students that you have referred you will receive: **\$50.00** off your tuition each month they are enrolled the first year. **\$25.00** off each month they are enrolled for the second year.

**Payment dates:** We can only operate on timely tuition payments. **A late fee of \$30.00 will be assessed after the 5<sup>th</sup> or the 20<sup>th</sup> of the month. You may choose one of the following options:**

1st of each month or the 15th of each month or split your payment on the 1st & the 15th of each month

**Extended School Day: Monday through Friday 3:15-4:00** - Students needing help with their school work may stay and be given *homework help* during this time.

**After School Care:** - \$100.00 per month. After School Care runs from 4:00-4:30pm (M-F) Students must be picked up by 4:30pm or extra charges will apply.

### **Non-Refundable Books and Registration Fees:**

**Book Fee:** K- 12th Grade: \$325.00 The book fee must be paid for in advance before books can be ordered. The student books become your property, and you are responsible for the cost of replacing lost or damaged books.

**Registration Fee:** After 4/30/2023 \$150.00

**Registration Discounts - If paid before 3/31/23- \$75.00; before 4/30/23- \$100.00**

This fee has the following purposes: (1) to reserve a place for the student, (2) to acquire school equipment not acquired by fund-raisers, (3) membership fees to GSACS, and (4) all school curriculum. This is an annual fee and is due at the time of registration for the student and is **non-refundable**. Only upon payment of this fee is your child's space reserved.

**Annual Testing Fee: \$30.00** - This is required for all students K- 12th grade. It is a tool used for the school and parents to see how the students are progressing.

Families are required to participate in fundraisers. Families wishing to not participate in fundraisers throughout the year will be allowed to exempt themselves at a charge of **\$150.00**. Payment of this fee can be split into two payments of \$75.00 each on your October and April payments.

**PLEASE SEE FUNDRAISER EXEMPTION REQUEST FORM IN THE APPLICATION PACKET.**

Stockton Baptist School accepts all major credit and debit card payments. In addition payments may now be made through ACH (Automatic Withdrawal) and our website at [www.sbschool.info](http://www.sbschool.info).

### **Non-Discrimination Policy**

Stockton Baptist School admits students of any race to all the rights, privileges, programs, and activities made available to students at this school. This school does not discriminate on the basis of race or color in administration or its educational policies, admission policies, scholarship and loan programs, athletic and other school administered programs.

## **Kindergarten Division**

*K5 - Bible, Phonics, Numbers, Writing, Reading, Science, Social Studies, Art, Health, Music*

### **Promotion and Retention.**

Students receiving at least one F and/or three D's in academic subjects may be promoted probationally. Students receiving an F in reading and math plus one other subject are automatically retained.

## **Elementary Division**

These grades have classes ranging from phonics to mathematics. However, these grades will all have the following classes:

Bible. Every class will have a Bible class

Music/Choir. Every student will learn and participate in music.

### **Promotion and Retention**

First - Sixth Grade. Students receiving at least one F and/or three D's in academic subjects may be promoted probationally only if they attend and pass a summer session at Stockton Baptist School. Students receiving an F in reading and math plus one other academic subject are automatically retained.

## **Junior High Division**

Seventh and eighth graders do not accumulate credits towards high school graduation. The only credits that students can earn toward high school will be a foreign language. However, students taking a foreign language in junior high will be required to take another language in high school.

**Graduation Requirements** Students who are in junior high (7<sup>th</sup>-8<sup>th</sup>) must successfully pass for the academic year or complete a summer tutorial class to be promoted to the next grade. Failure of two or more academic subjects (yearly average) automatically requires retention for 7<sup>th</sup>-8<sup>th</sup> grades.

**Courses** Students will have the following class subjects::

### **Seventh Grade**

Basic Mathematics

English\*

Science/Health

History

Physical Education

Music/Choir

### **Eighth Grade**

Pre-Algebra

English\*

Science/Health

History

Physical Education

Music/Choir

\*English includes grammar parts of speech, spelling, vocabulary, sentence structure, and literature.

Everyday involves either a Bible class or a chapel day.

## **Senior High Division**

Our high school is open to ninth through twelfth grade students. High school students (grades 9<sup>th</sup>-12<sup>th</sup>) are based on credits earned. A student will continue to advance to the next grade in accordance with the credits he/she earns determining his/her actual grade level. Grade level is based on the following earned credits:

9 <sup>th</sup> grade:	0 to 55 credits
10 <sup>th</sup> grade:	56 to 110 credits
11 <sup>th</sup> grade:	111 to 165 credits
12 <sup>th</sup> grade:	165 to 220 credits

### **Graduation Requirements**

All students must have a minimum of 220 credits to graduate from high school. Our primary focus is on college preparatory classes.

**The following are the high school classes required at Stockton Baptist High School:**

1 Year of U.S. History	4 Years of English*
1/2 Year of World Geography	1 Year of World History
3 Years of Mathematics*	1 Year of Government/Economics
2 Years of Foreign Language*	2 Years of Science*
1/2 Year of Health	Physical Education (1 Years Minimum)
4 Years of Bible	1 Year of Art
2 Years of Music/choir	*Keyboarding—Elective
	*Consumer Math—Elective

### **\* English**

4 years of Grammar, Spelling, Vocabulary, Poetry Appreciation, Literature: Themes, World, American, and English (British)

\***Mathematics** must include Algebra I and Algebra II, Geometry. Other math classes are Consumer Math.

\***Foreign Language** Spanish 1 and Spanish 2

\***Science** We offer Physical Science, Biology, Chemistry, and Physics.

**The following classes are also required for high school students:**

**4 Years of Bible:** Students will be required to take one year of Bible for every year in attendance.

**Music/Choir:** Students will be required to participate in a music/choir group for 2 years.

### Accreditation

For an additional fee your student has the opportunity to have their grades accredited through ABEKA Academy. Please inquire at the office if you are interested.

### Summer School

Summer school is offered for most subjects for any student who fails a subject required for graduation. It is the responsibility of the student and the parents to see to it that any failed courses are made up in summer school. Summer school at Stockton Baptist High School is for remedial purposes and under **approved** purposes for advanced credit. There is a \$300.00 fee per course to be paid in advance.

### Grade Reporting

Stockton Baptist Junior and Senior High School uses the following to report to you the progress of your student's work and grades:

**Special Note:** If at any time you wish to check on your child's progress, you may login to the Alma school database. You can see grades, lesson plans, schedules and communicate with the teacher as well. If you need help signing in, please see the school office to reset your password.

**1. Report Cards.** The purpose of the reporting system is to give parents and students an accurate indication of the progress being made. The academic grade is based on the actual work done on homework, quizzes, tests, exams, etc. Academic grading is on a percentage of 100%. Students missing work due to an excused absence during the last week of the grading period will have one week to get all work in or take a test. After that time, the grade will go down as a zero. Report cards are issued every nine weeks. Report cards are distributed at the Parent-Teacher Fellowship meetings.

**3. Parent-Communication Folder.** Student quizzes and tests are given back to parents in the upper elementary grades each week (occasionally every other week).

**4. Weekly Assignment Books.** Each student is encouraged to accurately complete an assignment page entry. In some classes, students are provided a weekly lesson plan. Please ask to see your child's often. **Reminder-Parents, this helps keep them accountable!**

**5. Progress reports.** These will be issued mid quarter to every student 5th grade and up.

**6. ALMA -** All grades can be viewed by parents on ALMA as quickly as teachers are able to get them entered.

### The Grade Scale

Grades on the report cards are based on a percentage of 100%:

Grade	Percent	Grade	Percent
A+	98-100	C+	78-80
A	93-97	C	73-77
A-	91-92	C-	71-72
B+	88-90	D+	68-70
B	83-87	D	63-67
B-	81-82	D-	61-62
		F	0-60

### Classroom Testing Days

Teachers will inform you and your students of test days through homework or assignment sheets. If you have an email account, these can also be emailed to you. Some tests are given weekly such as spelling tests. Quizzes may also be given any day of the week.

## Awards and Honors

The school believes that extra efforts and achievements should be rewarded. It is Scriptural that we “press toward the mark for the prize of the high calling of God in Christ Jesus...” A list of the All A’s, Honor Roll, and Merit Roll students will be published at the end of each quarter. The awards are divided into three distinct groups.

### 1. Academic Honors

- **All “A’s” Honor Roll Qualifications:** The student has all “A’s” in every subject.
- **Honor Roll Qualifications:** The student has all A’s and B’s.
- **Merit Roll Qualifications:** The student has all A’s, B’s and C’s. No D’s or F’s.
- **Field Trips:** Students who are on the Honor Roll for the first semester earn the privilege of going on a special honor roll field trip. Students who are on the Honor Roll for the second semester will also earn a special honor roll field trip.

### 2. School Awards

- Bible; Bible Memorization (Any suspensions that quarter will disqualify a student for this award.)
- Literature
- Spelling/Spelling Bee
- Mathematics
- English/Language/Phonics
- History
- Science
- Music
- Christian Service
- Reading
- Penmanship

### 3. Class Awards

These are awarded to the student for special accomplishments from the teacher during the school year.

#### Parent-Teacher Conferences

Conferences to discuss the student’s progress will be scheduled with parents during the school year. Stockton Baptist Junior and Senior High School recognizes the importance of the home and the school working together to obtain spiritual and academic growth for the child. **The first conference is at the start of school and is a mandatory orientation meeting that will set the tone for the school year.** If the meeting is not attended, your student will not be able to attend class until a make-up meeting is scheduled and attended. The days that the student is not in class will be counted as unexcused absences. Dates for the other Parent-Teacher Fellowship Meetings will be posted on a school calendar. Parents are encouraged to attend these very important meetings.

#### Student Orientation

All students are required to attend an orientation session. It will be at this conference that students will review and be tested on school and classroom policies on behavior and classroom operations. Students in 7<sup>th</sup> to 12<sup>th</sup> grades who are absent or transfer to school after the student orientation will be required to go through an orientation session before attending classes.

#### Academic Probation

Any student whose overall semester grade point average is below 2.0 or a C will be placed on academic probation. No student may participate in any extracurricular activities if a 2.0 GPA is not maintained. At the end of a nine-week grading period, the administration and faculty will review the student’s progress. If satisfactory, the student will be taken off academic probation. The student will be allowed to participate in special school activities as usual if he has a “C” or 2.0 overall average.

#### Homework

Homework is an integral part of the school program at Stockton Baptist Junior and Senior High School. Homework is assigned to reinforce that which is taught in the classroom and may be assigned for the following purposes:

1. **For Drill** - Most students require solid drilling to master material essential to their educational progress.
2. **For Practice** - Following classroom explanation, illustration and drill on new materials. Homework is given so that the material can be mastered.
3. **For Remedial Activity** - As instruction progresses, various weak points in a student’s grasp of subject matter become evident. Homework, following instruction, is given to overcome such difficulties.
4. **For Long Term Projects** - Long-term projects (science projects, term papers, etc.) teach planning and organizing sequential steps for complex projects.
5. **For Preparation** - Reading literature stories, history, science, and other materials enables a student to participate in class discussions and to better comprehend a teacher’s presentation.

As you can see, a student's failure to do homework is only hurting himself. That is why it is important that the student applies himself in class so that this important activity can be accomplished. It is also very important for you as parents to provide the proper atmosphere and sufficient time at home for your child to complete work that wasn't completed at school. Homework assignments are to be completed according to the guidelines of the individual courses and should always be done neatly, accurately, and on time. It is not the parent's responsibility to do the homework. Parents should assist and/or supervise, but each student will be expected to complete the assigned homework and should observe the following guidelines:

1. Homework is to be completed on time. Students not having their work done on time will receive a lower grade on late work. For Jr. & Sr. High there is a 10 point deduction for every school day late. For elementary grades, all late work has a two week limit, except for the last week of the 9 week period. Any late work past the 2 week period will not be accepted.
2. A student, who has an excused absence, is required to make up all regular assignments. A student absent one day has one day to make up work or tests. It is the student's responsibility to see the teacher about all tests and make-up work. This may mean a test has to be scheduled after class.
3. It is the student's responsibility to take the homework, assignments, and test date information home.

The teacher in the upper elementary grades (5-8th) will inform you if your child has not been doing his homework or assignments by placing a report in the student's take-home file/folder that is available on Thursdays. It will be your responsibility to check your student's papers to see if work has been completed. From there, it will be your responsibility to have your child complete and turn in his work.

The teacher in Jr High and High School will inform you if your student has not been doing his homework or assignments by email or text on Thursdays.

Luke 2:52 states, *"And Jesus increased in wisdom, and stature, and in favor with God and man."* Jesus Christ has provided us with an excellent example of how to grow. These are values that Stockton Baptist School will endeavor to display and teach to your student. These are values that will help your child in life.

**Spiritually:** *"Let the Word of God dwell in you richly" (Col 3:16)*

To have a personal relationship with Jesus Christ as Savior.

To enrich the child's devotional life.

To develop a well-balanced and Christ-like personality.

To awaken a realization that God has a purpose and a plan for each life.

To develop from Scripture the ability to find help independently.

To give knowledge, love, and understanding of the Bible.

To instill a sense of responsibility for the lost that will lead to intelligent witnessing.

**Mentally:** *"Let this mind be in you which was also in Christ Jesus" (Phil 2:5)*

To develop a mind-directed life and not a feeling-directed life.

To develop a positiveness in reactions to life.

To discover and develop individual aptitudes.

To cultivate analytical thinking and a priority-directed life.

To impart a command of common knowledge and skills.

**Emotionally:** *"Be strong in the Lord and in the power of His might" (Eph. 6:10)*

To build a Christ-controlled personality.

To establish an emotional balance.

To enable the child to adjust himself easily to situations in which he finds himself.

To develop aesthetic interests and abilities.

**Socially:** *"No man liveth unto himself (Rom. 14:7)*

To instill a loyalty to Jesus Christ in all things and at all times.

To develop an understanding of the student's place and obligation in the family.

To help each child share his Christian responsibility as a citizen for the welfare of every group to which he belongs.

To awaken and foster missionary responsibility towards all men.

**Physically:** *"Present your bodies a living sacrifice...unto God" (Rom. 12:1)*

To develop a respect for the body as the temple of the Holy Spirit.

To teach intelligent care of the body.

To encourage the yielding of the body as an instrument of God's use.

To encourage physical strengthening of the body God has given.

To endeavor to use the Spirit-filled body to accomplish spiritual ends.

## **Breakfast & Lunch Program**

Stockton Baptist School is committed to offer nutritious meals at our school at affordable prices for our families. At this time the State of California is providing free breakfast and lunch for all the students.

## **Financial Terms**

All fees are to be paid in advance, either yearly, semi-annually, quarterly, or monthly. Tuition payments are due on the first or fifteenth of the month to **Stockton Baptist School**. Accounts become delinquent after the 5th or 20th day of the month and a \$30.00 late fee is added to your account unless special arrangements have been made prior. Students whose tuition accounts are more than 10 days delinquent may not be permitted to attend classes until their accounts are paid. Late fees need to be included with tuition or account is still delinquent and additional late fees may apply. Delinquent accounts will also be charged the \$30.00 late fee up to 3 months or ninety (90) days. After such time, delinquent accounts will be turned over to a collection agency. There is also a \$25.00 service charge for returned checks. In regards to fund-raisers, please be diligent in returning money on time so that it will not be charged to your account. Please be careful in accepting checks as payment. When a student withdraws from the school, the student's report card will be sent only after all accounts are paid in full.

## **Withdrawals**

Withdrawals from school must be made in writing with a thirty day notice through the school office. Students transferring due to moving or health reasons and having attended one or more days of the month may still owe the full month's tuition unless special arrangements have been made by the principal or administrator. Students transferring due to other non-approved reasons will owe withdrawal and tuition fees. School records will be sent to the new school only upon receipt of a written request from that school. However, all accounts must be paid including lunches and books before academic records will be released. All books and supplies not belonging to the student are to be returned to the school as well. Withdrawal fees are as follows:

**\$400.00 withdrawal fee plus either of the following that applies: (will be reduced if given the thirty day notice)**  
**1/2 tuition if before the 16th of the month prior to withdrawal.**

**Full tuition if after the 15th of the month prior to withdrawal.**

**Student Records or Transcript requests will require a two-week processing time.**

## **Refund Policy**

Any amount that is due to be returned to the parents after all fees have been assessed will be given in equal increments determined by the school beginning within ninety days from the last day of attendance in Stockton Baptist School.

## **Admission Requirements**

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 (For 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.



## **Parental Support**

According to God's Word, Stockton Baptist School is not to replace the parental and local church training that God requires. The goals of the school and the goals of each family must be in harmony for the proper development of a child's life. In order to obtain the spiritual, moral, and academic goals, parents should observe the following guidelines:

1. Provide a stable home environment consistent with Biblical teachings (Romans 12:2)
2. Support the school's authorities, policies, and procedures, and if an issue arises, go directly to the party involved by setting up an appointment to resolve any conflict or misunderstanding (Matthew 18:15)
3. Teach and encourage good study habits at home (II Timothy 2:15)
4. Encourage regular attendance and involvement in a local Bible-believing church (Hebrews 10:25)
5. Avoid undermining and disparaging the teachers, administration, and/or other parents in the eyes of children or other parents (Ephesians 4:29)
6. Speak the truth in love and always in the spirit of meekness (Ephesians 4:15)

## **Probation**

A student enrolling in or transferring to Stockton Baptist School will be placed on a minimum of thirty (30) day probation. During the first or any other subsequent probationary period, the student is subject to immediate dismissal with no refund of any tuition paid plus appropriate penalties. Periodic reports or meetings may be required during the probationary period. On occasions, students already enrolled in Stockton Baptist School may be placed on probation.

## **CONDUCT AND DISCIPLINE**

In this atmosphere of defined and positive Christian standards of conduct, there is a fine opportunity for the development of strong and stable Christian character. Students found to be out of harmony with STOCKTON BAPTIST SCHOOL standards may be invited to withdraw whenever the general welfare demands it.

## **Attitude**

"For as he thinketh in his heart, so is he: Eat and drink, saith he to thee; but his heart is not with thee."  
(Proverbs 23:7)

All students and teachers are to maintain a Christ-like attitude at all times. Constant or repeated complaining, repeated violation of rules and regulations, and a critical spirit will not be tolerated. Making light of Bible classes, chapel programs, guest speakers, or teachers and/or staff is unacceptable. If improper attitudes persist after parents have been contacted, probation, detention, suspension, or expulsion will result. A proper Christ-like attitude prevails only as we give ourselves to consistent daily Bible devotions and prayer.

Any Christian school must provide an environment conducive to the spiritual growth and development of its young people. Attendance at STOCKTON BAPTIST SCHOOL is a privilege, not a right. Constructive suggestions are always welcomed, but GRIPING WILL NOT BE TOLERATED. Good behavior comes from the heart and must not be mere conformity to man-made regulations. We believe that Christian students should avoid practices which cause the loss of sensitivity to the spiritual needs of the world and the loss of the Christian's physical, mental, and spiritual well being (Romans 12:1-2). This sense of the need for spiritual growth has led the school to adopt the following standards for students:

1. Refrain from swearing, smoking, using indecent language, gambling, dancing, and using intoxicating beverages and drugs.
2. Maintain high standards of courtesy, kindness, morality, and honesty. Lying, cheating, theft, bullying, fighting, profanity, and vandalism will not be tolerated.
3. Be dressed appropriately and modestly at all school activities.
4. Be kind to young children and always respect those in authority. Students will always address and reply to teachers with the utmost respect as: "Mr., Mrs., Sir, or Ma'am."
5. All students will be expected to behave as ladies and gentlemen at all times. No student will be out of his seat, or speak out in class without permission. Inappropriate physical contact between boys and girls will not be allowed.
6. Firearms, knives of any kind, or weapons of any kind are never allowed on school property. This includes items resembling these such as cap guns, etc.
7. Mutilation and destruction of school property is considered to be a serious matter, and students will pay for the damage.

## Detentions

The following types of misconduct will not be tolerated and will result in the following:

Kindergarten-1st Grades: a conduct notice/loss of play times

2nd—12th Grades: a conduct notice/detention for the student

Cheating	Consistent Disruption During Class	Lying
Cursing	Defacing School Property *	Hitting*
Stealing*	Failure to Maintain Hair/Dress Standard	Skipping Class
Disrespect	Listening to Inappropriate Music	Direct Disobedience
Horseplay*	Incomplete homework (3 days)	Intentional tripping
Inappropriate conduct*	Forging parent signature*	Fighting**

\*Consequence may be more severe depending on circumstances and actions taken by the student. Suspensions are possible for repeat violations of any of these actions above.

\*\*Fighting for any reason will not be tolerated. A full day of at-home suspension will apply in all occasions of fighting. School administrator will determine if both parties involved fought (as opposed to non-violent defensive reactions (I.E. blocking and dodging but not hitting back)).

**This list may be added to as the administration deems necessary.**

## Community Service

Students not completing homework assignments or other slight infractions may be given 10 minutes of community service. If the form is not returned signed, the missing assignment may receive further community service minutes until signed or completed.

## Detention Definition

Detention is not a pleasurable experience. It is designed to be an event in which students do not want to participate at any time. Detention begins at 3:15 p.m. or 15 minutes after the end of the school day and ends thirty (30) minutes later. It is up to the student to report to detention hall on time. An unexcused tardy will result in further disciplinary action at the discretion of the detention supervisor. A student who fails to serve their detention will serve a detention for 2 days. On the second occasion, the student may face a suspension. No communication is to take place between students in detention or between one who is not in detention. A note, which must be signed and returned the next school day, will be sent home to inform the parents of the detention. Students who misbehave during a detention time will be given another detention. A suspension will be given on the second occasion of misbehaving while in a detention. Please note that detentions are not always to be at the parents' convenience. Parent's may need to make other arrangements for scheduled detention days.

## Detention Hall Procedure

1. Detention will be **thirty** minutes in length.
2. A conduct notice will notify parents when their child is serving a detention prior to it being served. A teacher will give the student a detention notice that needs to be **signed** by the parent and **returned** the next school day. Failure of a student to return his/her detention slip to their teacher will not allow the student to miss his detention and the student will be charged with another detention. A failure the second time could result in a suspension.
3. Detentions are usually an accumulation of violations in a day. Please consult with your child once a detention is given. He or she has done other improper activities during the day.
4. If a student is absent on his detention day, it is the student's responsibility to make it up. Failure to serve the detention, will result in a double detention.
5. Detention Numbers
  - The **second** detention in a nine-week period will result in a student conference with the principal. Parents will be notified by letter and by telephone.
  - The **fourth** detention will result in a conference with the parent, teacher, and principal. The student will also be excluded from any extracurricular activities (i.e. sports, clubs, field trips, etc.) for a minimum of four weeks. Failure to attend this conference will result in the student being suspended.
  - The **fifth** detention will result in a minimum **one-day suspension**.
  - The **sixth** detention will result in a minimum **two-day suspension** subject to full expulsion.
  - The **seventh** detention will result in the student being subject to immediate **expulsion**.
6. Most detention records are purged at the end of the nine-week grading period. The following detentions will stay as a part of the student's record: direct disobedience; stealing; defacing school property; hitting; cursing.

## Suspensions and Expulsions

It is the school's policy that any student be suspended or expelled for the following violations:

1. Attacking or threatening to attack another person, whether causing harm or not. This includes the biting of another person.
2. Causing serious physical injury to another person, except in self-defense. Self-defense is defined as warding off blows or trying to get away from the conflict. It will not be viewed as an offensive action.
3. Fighting: Mutual combat in which both parties have contributed to the situation by verbal and/or physical action, or when another has provoked a fight.
4. Instigating or causing fights; encouraging others to fight.
5. Possessing, selling, using or otherwise providing any knife, explosive or dangerous object. This includes fireworks, firecrackers, and look-a-like guns, and pepper spray or related items.
6. Stealing from other students but not through intimidation or force. In the lower grades it will be based on a repetitive problem.
7. Use or possession of tobacco products (cigarettes, chewing tobacco, etc.) on campus or while attending school-sponsored activities.
8. Use of profanity, vulgar language, or committing an obscene act.
9. Repetitive Detentions.
10. Flagrant disrespect to a teacher.
11. Willfully withholding information on activities detrimental to school and personal well-being of other students as well as preventing reporting of same such activities.
12. Inappropriate physical contact between any student such as hugging, kissing, etc.

The above violations may also include expulsions as well as reporting activities to the proper law enforcement agencies. *The following offenses will result in expulsions:*

1. Injuring, attempting to injure, or threatening injury to school personnel or property.
2. Possessing a firearm at school or at a school activity.
3. Threatening another person with a knife or some other dangerous object.
4. Possessing, using, or being under the influence of alcoholic beverages, illegal drugs, or other controlled substance; selling or distributing alcoholic beverages; selling, possessing, or providing of drugs, and drug paraphernalia.
5. Robbery or extortion, that is, obtaining or attempting to obtain property from another person through force or intimidation. This also includes knowingly taking, attempting to take another's property, or receiving stolen property.
6. Immoral actions or consequences including, but not limited to, inappropriate sexual misconduct on or off campus.

A violence prevention policy has been established. The above violations will also include reporting activities to the proper law enforcement agencies as necessary.

## **General Disciplinary Rules**

The following are rules that every student is expected to follow:

**Be Seated At All Times.** The student's body is straightforward in the desk. There is no slumping or slouching so work can be done. The student is not leaning back in his desk or chair.

**Have All Books and Homework in Class.** All work is to be completed and handed in when it is due. Class or seatwork is to be done in class. If it is not, it is to be added with his other homework to be completed and due the next school day. Paper, pencils, pens, erasers, rulers, etc. must also be in class.

**Keep All Things to Yourself.** The student is not to hit, poke, kick, bump, push, etc. another student. Do not touch or take another student's belongings. Passing of notes in class and chapel is not keeping things to oneself. Throwing of objects in class is not allowed because not only is it disruptive, but it is also potentially dangerous. Maintain a positive and healthy attitude.

**Do Not Speak Without Permission.** Raise your hand for permission to speak and do not speak until given permission by the teacher. Then always respond with a "Yes, sir," "No, sir," "Yes, Ma'am," or "No, Ma'am." To address the teacher in class or at any given place, the student is to use the title of Mr., Mrs., or Miss. There is to be no first name address. The teacher will not answer the student's question if their hand was not raised or if the teacher was not given the proper respect. If the class is given time for discussion, there is to be no yelling. When the discussion time is over, students must cease from talking freely. When students have the freedom to address other students, no profanity or vulgar language is to be used. Students will need to address other students by their proper names.

**Follow All Directions.** The student is to follow all directions the first time he or she is told. The activity to be done needs to be done with a happy spirit. If it takes a second time to tell the student, the student has already broken the rule. There is to be no complaining or back-talk allowed from the student.

**Be On Time to Class.** An excused tardy will result in the student being able to make up the work. A student is to be considered on time when he is sitting in his desk when class begins or standing in single file outside the room. A tardy will be unexcused if there is no accompanying note stating an acceptable reason for being late. A detention will be given on the third unexcused tardy.

**Do Not Litter.** Throw trash in the proper place, the trash can. No food or drink is to be inside the auditorium. No food is to be inside the classroom with the exception of class parties. Opened drinks are to be placed at a designated place in the classroom. No opened drinks are to be at the student's desk. Any remaining snacks must be put away at the end of break times.

**Do Not Abuse or Misuse School Property or Equipment.** Students/Parents will pay for damages or replacement.

**No Student is to be in the Classroom or Auditorium without a Teacher or Without Written Permission from a Teacher.** Hall passes must be in the possession of the student. The student is not to loiter in the hallway. Be respectful of the other classes that are in session. Students will use the restrooms only during designated times or with a hall pass only as needed. No student is allowed in the administration area unless on school business (injuries, tardiness, errands, etc.).

**No Gum Chewing.** Students are not permitted to chew gum on school property at any time. This applies during all class trips and activities at school. Parents can assist us by seeing that their child does not bring gum to school.

Note: Any violations of the previous rules can result in consequences ranging from warnings for first offenses to detentions or suspensions.

### **Lunch Room Rules**

**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.**

Students are expected to behave in the school lunchroom in the same courteous manner as they would in their classroom or in their home.

1. Speak softly in the lunchroom. There is to be no yelling or screaming.
2. There is to be no rowdy behavior.
3. Do not throw food. Do not touch another student's meal.
4. Meals are to be eaten at the designated time.
5. All plates and trash are to be taken to their proper places.
6. Proper respect is to be shown to the cafeteria manager and/or servers.
7. Do not leave tables until excused.
8. No sharing food. Outside food may be brought in for family members only.

Violation of lunchroom rules have the same consequences as if the student were in the classroom.

### **Recess/Break Rules**

**No student will lose all of their recess time due to disciplinary problems or class work, They may lose up to 1/3 of their recess/lunch but will have time to play at each break.**

1. There is to be no running down the sidewalk area or in the parking lot area. A violation of this rule will result in a warning first and then with a detention or other appropriate discipline if repeated.
2. Play in designated areas only. For example, junior/senior high students are not to be allowed in the elementary playground area unless you have permission to assist a teacher with the class.
3. Follow directions of supervisors.
4. Play games that are not dangerous. For example, tackle football is never to be allowed. Any game that involves roughhousing is not to be allowed. There are to be no skateboards, skates, or roller blades/shoes.
5. Throwing rocks, sticks, or any other items that are not designed to be thrown as a toy is not allowed. Cost of damages, physical or material will be passed along to the parents.
6. Do not throw or bounce balls off buildings. Do not play near buildings or vehicles.
7. These rules are in force before, during, and after school.
8. Teachers may use part of the student's recess/lunch as a discipline tool. However, the student will not lose more than half of one recess or half of one lunch a day or equal to 15 minutes total for the whole day.

## Disciplinary Plans

While discipline is basically positive training in the right direction (Proverbs 22:6), there is the negative side of correction. The teacher is therefore given the responsibility to enforce classroom regulations in a manner which is in accordance with Christian principles and discipline, as set forth in the Bible and which complies with the code of Stockton Baptist School. The parents and teachers must cooperate fully with one another. Anything said or done which tears down respect and confidence for either the home or school will harm the child. When there is a misunderstanding, the parent should take it quickly to the teacher in a calm and cooperative spirit. Often a conference or even a note can clear up the difficulty. If the problem remains, then feel free to consult the principal/administrator. The student will be under an assertive discipline plan that works as follows:

### **The 5th - 6th Grade Discipline Plan**

The discipline plan has **five** levels. Each level represents an **offense** made by the student in **one** school day. Each level has a consequence:

1. Verbal warning given to student
2. Name written in discipline log
3. Removal of privileges including time at recess/community service (grades 4-6)
4. Conduct Notice/Detention
5. Severe Clause: Sent to the Principal

The teacher imposes the first four level consequences. The teacher also provides the positive consequences. Positive reinforcements are also provided from the administration. A copy of the consequences and reinforcements are kept on file. The severe clause (sent to the principal) has the potential of the student receiving a suspension depending upon the circumstances. Please remember that we want to provide the full amount of time to your child's education. Behavioral disruptions take time away from the education that could be provided to the student.

### **The Junior/Senior High Discipline Plan**

The junior/senior high discipline plan has **four** levels. Each level represents an **offense** made by the student in **one** school day. Each level has a consequence:

1. Verbal warning given to student
2. Name written in discipline log/contact parent/community service
3. Conduct Notice/Detention
4. Severe Clause: Sent to the Principal and/or a Student/Teacher/Parent Meeting

The teacher imposes the first two level consequences. The teacher also provides the positive consequences. Positive reinforcements are also provided from the administration. A copy of the consequences and reinforcements are kept on file. The severe clause (sent to the principal) has the potential of the student receiving a suspension depending upon the circumstances. Please remember that we want to provide the full amount of time to your child's education. Behavioral disruptions take time away from the education that could be provided to the student.

“Let your light so shine before men, that they may see your good works,  
and glorify your Father which is in heaven” (Matthew 5:16)

It is our goal that students dress according to Biblical principles of modesty, distinction, and identification. The following dress guidelines are based on these three principles. All students are expected to dress neatly and attractively.

### **Dress Code For Young Ladies**

1. Young ladies are to wear skirts with shirts that are one solid color. **The hemlines of the skirt must cover the students knees when sitting.** The hemline of the skirt can be longer. Slits of the skirt are not to go past the knee. All skirts must properly fit. **ONLY LEGGINGS OR TIGHTS CAN BE WORN UNDER SKIRTS. NO JEANS OR SWEATS.**
2. The skirt colors are navy blue, tan, or black.
3. All skirts or dresses are not to be of denim or jean material.
4. All clothing is to fit properly. All clothing is to be in good condition.
5. Sandals or opened end shoes are unacceptable shoe styles because of potential injury.
6. Shorts are not part of the school uniform except under skirts. If K-3rd grade girls are going to flip and play around on the monkey bars, shorts **MUST** be worn in order to do so.
7. Button up sweaters and coats are to be free from logos and advertisements with the exception of school spirit wear.
8. Chapel Dress: (usually on Mondays) Blouses and skirts, as well as dresses, are permitted on chapel days, as long as they meet the school standards of length and modesty. No shorts allowed.
9. 7th grade & up must wear appropriate colored tights and socks.

### Dress Code For Young Men

1. The young men are to wear solid navy blue, black, or tan colored pants or trousers with coordinated school spirit polo shirts.
2. Shirts are to be white or navy blue polo's and must be tucked in to the extent where the belt can be seen. Pants must fit properly. No sagging or baggy pants are allowed.
3. Belts are to be worn with trousers unless they are designed otherwise. **No sagging pants allowed.**
4. On chapel days, (usually on Mondays) and other special events, boys are to wear a slacks and plain color dress shirt with a tie. The tie is to be worn until the teacher gives permission to take the tie off. No shorts allowed.
5. All trousers and shirts must fit properly. Baggy clothing is not allowed.
6. Sandals or opened end shoes are an unacceptable shoe style because of potential injury.
7. Shorts are allowed but must be of nice trousers material and knee length as part of the school uniform. They must resemble slacks and be of navy blue, tan or black color.
8. Socks must be worn at all times.
9. Button up sweaters and jackets are to be free from logos and advertisements with the exception of school spirit wear.

**ALL QUESTIONABLE ATTIRE FOR BOYS AND GIRLS WILL BE ADDRESSED BY THE ADMINISTRATION.**

### PE Uniforms

1. Boys: Shorts must be knee-length navy blue or gray. Navy blue or gray sweats may also be worn.
2. Girls: Navy blue or gray culottes (pant-like shorts) must be knee-length with no printed logos or advertisements. Navy blue or gray sweats are also allowed.
3. Sweats for boys or girls must be of the proper length and loose fitting (not baggy however). No logos or advertisements are to be printed on the sweats with the exception of spirit wear.
4. Sweatshirts are allowed during PE but with no logos or advertisements.
5. T-shirts are to be school spirit wear or plain with no advertisements. The T-shirts must have sleeves. Tank tops are not acceptable. The wearing of T-shirts by boys or girls is only permissible during PE.
6. No blue jeans are to be worn for PE
7. 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.

### 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. Anything that the administration considers to be a fad or to be extreme will not be permitted. The administration reserves the right to determine if the appearance is not appropriate. 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. Failure to return a dress code notice can result in a detention. Failure to comply within a reasonable time may also result in a detention or further consequences.
5. Girls may use cosmetics but only in moderation.
6. Excessive wearing of jewelry will not be allowed. Boys will not be allowed to wear earrings.  
***No student will be allowed to wear nose rings or any pierced body jewelry.***

### Spirit Days

If you choose to wear pants, they must be **loose** fitting.

### Hair Standards

#### Girls

- Unnatural dyeing of hair will not be allowed.
- 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**

-Hair is to be cut so that it is off the ears and not touching the collar of the shirt.

\***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.

-Sideburn lengths are to be to the middle of the ear.

-Mustaches or beards are not allowed.

-Avoid fads or extreme hairstyles. If the haircut is deemed inappropriate by the administration, parents will be notified. Some inappropriate hairstyles are the following: no shaved head hairstyles, no spiked hair, no mohawk styles of any type, nor any other striped, patch, tufts, or strands in a hairstyle. Hairstyles are to be tapered.

-Dyeing of hair will not be allowed.

## **GENERAL INFORMATION**

### **Hours of Operation**

The hours of the school and church office are the following: 8:15am-3:00pm. **Kindergarten Half Day:** 8:15am-12:30 pm. **Full day:** 12:30pm-dismissal - Nap time. If your child does not need extended care, we request that students do not arrive before 8:00am and are picked up by 3:15pm. The school's extended care starts at 7:30am and resumes at 4:00pm to 4:30pm. If a student is not picked up by 3:15pm, (with the exception of ESD) the student will be placed into after school care program and extra fees will be charged. Contact the office for more information. Breakfast will be served between 8:50am-8:10am.

**When a visit to the classroom is necessary, please come by the office first. If no one is in the school office please stop by the Church office. Do not go directly to the classroom.** If you wish to speak to your child's teacher, please arrange for a private conference by calling the office. Teachers are happy to arrange for conferences with parents at scheduled times. Lunches, homework, books, and other items may be left in the school or church office to be delivered to your child. School telephones are for school business only. If you wish your child to stay or meet you at a different time, please call the school office and these arrangements will be made. If you need to have a meeting with a teacher after 4:00pm, these meetings are made by appointment only.

### **Cell-Phone Policy**

Cell phones are allowed for medical purposes only. A doctor's note needs to be on file in the student's record for this to be allowed. The phone must not be turned on or be used by that student unless it is for that medical purpose. The cell phone is also not to be used by other students. For other needs than medical, we would prefer if cell phones are not brought onto the campus. The school has phones available if the need is urgent for the student to use. If cell phones are brought to the school except in the above mentioned case they must be kept in the school office and/or by the teacher. We are not responsible for any lost or stolen cell phones.

***Cell phones may not be used at the school unless directed by a teacher.***

### **Attendance**

Regular attendance is essential to successful class work. Students who have been absent need to bring a written excuse or call the office before going to the classroom. Failure to bring a written excuse on the return day of school will result in the absence being counted as unexcused until being verified as being excused. The responsibility for bringing the note lies upon the student. Absences need to be verified as excused or unexcused to fulfill the school's responsibilities to the truancy law guidelines.

### **Classification of absences:**

#### **Excused Absences.**

Excused absences are given for:

1. Verified Illness of the Student (Notices, Prescriptions, Doctor Slips)
2. Verified Medical, Dental, or Optical Appointments (Slips from Offices)
3. Death in the Immediate Family
4. After 3 days we reserve the right to request a Doctors note or excuse.

Students are given one day for each day absent to make up any work or tests. It is the student's responsibility to see the teacher about all tests and make-up work .

#### **Approved Absences**

The parent must make a request for an approved absence (not by the student) in the form of a personal note or phone call to the office explaining the need for the absence. This must be approved at least one school day (24 hours) before the absence. This type of absence may involve voluntary community service or parent-child days at work. These absences are for special reasons.

## **Unexcused Absences.**

Unexcused absences are given for any reason other than the above.

Academic consequences for unexcused absences are:

1. A zero is to be given in every class for seatwork missed.
2. Any quizzes missed will receive a zero.
3. Tests must be made up, but the grade will be lowered one full letter grade.
4. If a student is absent for ten or more days during a semester or twenty or more days during the school year, STOCKTON BAPTIST SCHOOL reserves the right to retain that student at the same grade level the next school year. In high school, this would result in a loss of credit for any course in which that student has accumulated ten or more absences per semester. The final authority as to the number of absences rest with the administration of STOCKTON BAPTIST SCHOOL.
5. Any student who is caught deliberately skipping class will be automatically suspended for at least one day.

In order to communicate to the home the unexcused absences being reported the following procedure will be adopted. (1) After three (3) unexcused absences in a year, a letter will be sent home. (2) After there are six (6) unexcused absences in a school year, a letter will be sent home and a conference will be required. Truancy, by law, is not to be practiced and it does carry legal consequences.

## **Tardiness**

It is important that the students are on time. This is an area in which the student not only affects his own work but also disrupts the classroom itself by coming in late.

1. Excused tardies are those classified as those caused by doctor appointments and unavoidable circumstances such as traffic problems.
2. Unexcused tardies. For every three unexcused tardies, a detention will be given. It will also be the student's responsibility to get any missed assignments. Any quizzes missed will not be allowed to be made up. Tests will be allowed to be made up, but will be lowered by one grade level.

It is the responsibility of the student to get the assignments for each class and to make-up quizzes or tests during the excused absences on their return to class. Failure to turn in work on time or failure to do make-up work will result in zeros.

## **Arrivals and Departures**

STOCKTON BAPTIST SCHOOL desires safety for your student. Please help by reading the following points:

- An adult will be on duty at 7:30am. to 8:15am. and from 3:00-3:15pm. for monitoring arrival and departure of students.
- Students are to be in the designated areas until it is time for school to start at 8:15 a.m. or to stay in designated areas for departure. The key point is that students will be escorted or supervised at dismissal.
- Parents whose students walk to school or are using public transportation are requested to advise the school office of this fact. These parents should also notify the school by phone if their children will be late or absent.
- An adult will be checking to see that your child gets his/her regular ride after school. If anyone other than the usual driver is picking up the student, please advise the school office in advance with a written note or phone call.
- Once a student has arrived on school grounds, the student is not allowed to leave alone or with someone else without permission. This is a closed campus.
- Students will not be allowed to use the phone to make pick-up arrangements. Those are to be made prior to the school day. If there is a change in pick-up, it is the parent's responsibility to phone the school office with that information. For late rides, students will not be allowed to use the telephone until 3:15pm.

## **Site Security**

To ensure the safety of our students we will keep doors locked when areas are unattended. The sign will be posted outside the Educational wing (double wooden doors) instructing parents which entrance to use.

## **Leaving School Early**

All parents coming during class time to pick up students for dental or doctor appointments or other excused absences must report to the office to sign out your child. Please call ahead **30 minutes** prior to arriving so child can be ready. This will help facilitate the giving of assigned work that the student will miss. The office will page the student to come to the school office. Do not go directly to the student's classroom.



### Field Trips

Field trips are taken at various times in the school year to places of educational or general interest. These trips will be chaperoned by the teacher and parents (minimum one adult to every ten students). Parents who are asked to chaperone will be required to follow the same standards of dress conduct as the schools. The school office will also need proof of automobile insurance as well as copy of current driver's license if driving.

A student may not be permitted to attend a field trip if the student:

1. Has obtained five (5) detentions in a current or nine-week grading period.
2. Is not doing his seatwork or homework on a consistent basis.
3. Has behavior deemed to be detrimental to the field trip.
4. Is on academic probation.

### Lost and Found

We urge you to mark all jackets, book-bags, caps, etc. with indelible ink for clear identification. Students who find lost articles are asked to take them to the office. Articles that are left in Lost and Found for more than thirty (30) days will be disposed of as deemed necessary.

### Toys and Other Personal Items

While Stockton Baptist School recognizes playtime is beneficial to the growing process, certain items can be detrimental to the education process as well as to the spiritual development. The following items are not to be brought to school: Poker/playing cards, dice, worldly magazines, trading cards, games, cell phone (except for prescribed medical purposes as designated by state law), etc.

As to toys brought to school, including extended care, it is not the school's responsibility to keep track of the toy's location or to replace any lost or broken toys.

**The administration reserves the right to add to the list as objects become apparent that they are a detriment to academic and spiritual growth.**

### Questions

Please feel free to consult the school office about any problems or questions that concern the welfare of your child. It is the desire of the administration and faculty to be of service to both parents and students. Each teacher welcomes a visit from any parent. We do urge, however, that such visits be made by an appointment and during school hours. Please show respect for the teacher's private lives by not discussing school business by calling, texting or emailing outside of school hours unless homework or schoolwork related.

### Fire Drills

Drills for fire are held periodically to ensure that, in case of any emergency, the buildings will be emptied with minimum delay. Please cooperate and help conduct them in a serious, orderly manner. The time may occur when your child's life may depend upon it. A specified exit route has been established for each classroom. Students are to follow this when the fire alarm rings. A student is not allowed to tamper with the fire alarm except in the event of a real fire. False alarms caused by a student will result in a fine being assessed to the guilty party(ies).

### Active Assailant Drills

Please note that we have begun monthly drills to prepare your children for active assailant emergencies in various scenarios. In some cases, this prepares students for lockdowns and in others, prepares them to hide or run for safety from any and all potential dangers.

### Medicine Policy

All medicines must be turned in to the school office with the prescription on the bottle. The staff will administer the medication according to the doctor's prescribed direction. No student will be allowed to have any type of medication with them. For those who have a medical condition that may require immediate medicine delivered, it may be kept in the classroom with the teacher in a locked cabinet.

### Bicycles

If a student rides a bicycle to school, the bicycle is to be parked in a designated parking area. Students must keep their bicycles locked. The school is not responsible for stolen bicycles. Bicycles may be ridden to and from school but not around campus (for safety reasons). Students must also (by law) have a helmet or the privilege of riding a bicycle to school will not be allowed.

### **Student Drivers**

Students driving to school must park their cars in a special student area, which will be assigned by the school. Once a student has driven his/her car onto the school grounds, he/she must park the car and leave it for the entire day except by permission. Students will not be allowed to loiter in or around cars during school hours, or during any after-school activities. Students driving or riding in cars driven by students must have written permission from their parents. Any infraction of the rules governing the use of cars or improper driving conduct such as speeding, reckless driving, etc., on the way to or from school will be sufficient grounds for revocation of the school permit to drive. Student drivers must make application to the school and also have proper insurance coverage for their vehicle. A copy of their license and insurance must be on file in the office for any student to operate their vehicle on school property.

### **Student Visitors**

Students from other schools are occasionally allowed to visit. Permission to visit our school campus must be requested at least 48 hours before the visit and must be granted by the school administrator. Visitors are to go directly to the office and obtain a visitor's pass. Visitors are expected to conform to all school standards and rules of dress when attending class or any school functions.

### **Telephone**

School telephones are not to be used by the students except in emergencies. Any person who wishes to speak to a teacher must leave their phone number and await the return call from the teacher. Only emergency calls will be forwarded to the teacher's classroom. Any calls to a student will not be forwarded unless it is an emergency.

### **Lunch Program**

The lunch program is a service to the students; therefore, the school will not tolerate any misconduct or "horseplay" in the lunch areas. Microwaves are also available for student use. However, all food must be in its own microwavable container. The student must also notify the Cafeteria Manager/Worker that his lunch has to be heated prior to lunch. This will allow the staff time to prepare the food. The students are to enter the lunch area in an orderly fashion. No cutting in line for the hot lunches will be allowed. Students will not be dismissed until their eating area is cleaned.

### **School Locker Policy (If applicable)**

The following is the policy regarding lockers on the property of Stockton Baptist School. By enrolling your child in our Christian school, you agree to abide by this policy:

"All lockers are school property and as such there should be no expectation of privacy on the part of either students or parents of students. As such, all lockers are subject to search at anytime by the school teacher or administrator without having to obtain permission in advance. In order to enforce this policy, the school must have a duplicate key or the combination of the lock used on any student's locker."

Severe disciplinary actions will result if any improper items are found in a student's locker. Law enforcement will be called in the event of cigarettes, alcohol, drugs, or any illegal substances being found in a student's locker or possession.

Each locker assigned must have a lock. A copy of the key is given to the homeroom teacher. If it is a combination, then that combination must be given to the homeroom teacher as well. A new key or combination must be given to the homeroom teacher, if for whatever reason, you change locks. Keys left at home will result in the lock being cut off and the lock being replaced by the student.

### **Summarized Distant Learning Option**

Parents have the option to choose distant learning at home. They will be given a login for video lessons through Abeka.com and the student will be responsible to watch all lessons each day. Each week the teacher will provide a detailed lesson plan. Parents will need to bring the student in one time per week to meet with the teacher and take any quizzes and tests as well as turn in any classwork.