

Ballard Christian School

Handbook

Home of the



EAGLES

Confession of Faith

1. We believe in the verbal inspiration and authority of the Scriptures. We believe that the Bible reveals God, the fall of man, the way of Salvation, and God's plan and purpose in the ages.
2. We believe in God the Father, God the Son, and God the Holy Spirit – three Persons in one Godhead.
3. We believe in the deity, virgin birth, and bodily resurrection of Jesus Christ.
4. We believe that salvation is by grace plus nothing and minus nothing. The conditions to salvation are repentance and faith,
5. We believe that men are justified by faith alone and are accounted righteous before God only through the merit of our Lord and Savior Jesus Christ.
6. We believe in the visible, personal, and pre-millennial return of Jesus Christ.
7. We believe in the everlasting conscious blessedness of the saved and the everlasting conscious punishment of the lost.

PSALM 100

Make a joyful noise unto the Lord,
all ye lands.

Serve the Lord with gladness:
come before his presence with singing.

Know ye that the Lord he is God:
it is he that hath made us,
and not we ourselves: we are his
people and the sheep of his pasture.

Enter into his gates with thanksgiving,
and into his courts with praise.
Be thankful unto him and bless his name.

For the Lord is good; his mercy
is everlasting; and his truth
endureth to all generations.



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Notice of Nondiscriminatory Policy

Ballard Christian School admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available by the school to the students. It does not discriminate on the basis of race, color, national and ethnic origin in administration or its educational policies, admissions policy, or athletic and other school administered programs.

Agreement with School Position

Junior and senior high students wishing to attend Ballard Christian School should be in complete agreement with the theological position, educational philosophy, and standards of the school. Before submitting an application, a prospective student should examine the school requirements in the following areas:

1. RELIGIOUS: Each student should be in agreement with the Confession of Faith (page i). A personal salvation and faithfulness in church attendance are also a vital part of the spiritual requirements.
2. ACADEMICS: BCS will send for a transcript of credits from the previous school attended.

The transcript should demonstrate the student's ability to perform on the grade level in which he is placed or he may be required to adjust to the grade level in which he can do satisfactory work.

3. ATTITUDE: Before a student can be enrolled in Ballard Christian School, we require that both parents and students agree with the ministry and enroll out of personal desire to be a part of that ministry.

We believe that the Christian school is the extension of the Christian home in helping young people grow spiritually, academically, socially, and physically. We encourage parents to prayerfully consider the policies of our school. Once a student is enrolled, we desire the cooperation and support of the parents as we endeavor to carry out the responsibilities that have been given to us by the home.

New Students Status

Students transferring to Ballard Christian School from public schools should do so because of a strong desire to be in a Christian school environment and learning situation. Transfers because of behavioral problems or similar difficulties will be individually evaluated by the school board and administration.

New students entering Ballard Christian School will be on academic probation for the first nine weeks. During this introductory period, we will evaluate the student's academic achievement and grade placement. If changes are necessary, contact will be made with parent and student involved.

Entrance Tests

An entrance test may be given to any student whose background may be weak or whose ability to perform in the classroom may be questionable. Also, a test to determine temperament may be required. A cost applies to this test.

Health Forms

Each student entering Ballard Christian School in K4 and K5, or out of state transfers, must supply an up-to-date certificate of immunization. These must be on file in the office before these students will be allowed to attend class. Students entering 2nd grade must show proof of a dental exam within the last year.

Students entering 7th and 12th grades must have the TDAP and MCV4 (Meningococcal Meningitis) vaccinations. If the 12th grader had this before the sixteenth birthday, they will have to have another one. The school must have a copy of proof of these vaccinations before they can attend class.

Valedictorian / Salutatorian

A senior must have a GPA of at least 3.25 to receive either of these recognitions.

Student Withdrawal or Dismissal

Withdrawals from school must go through the school office. Students transferring to another school and having attended one or more days of any month will owe according to the number of days they attended for that month.

If a student is dismissed for any reason and has attended one or more days of any month, he will owe according to the number of days he attended for that month. Tuition must be paid before a transcript will be sent.

All accounts, (tuition, books, cafeteria, etc.), must be paid before a transcript will be sent to another school.

If a student has withdrawn from Ballard Christian School for any reason other than moving out of the area, he may not re-enroll until both the student and his parents meet with the school board. His withdrawal and application for re-entry will be reviewed, and only upon the recommendation of the board, will the student be accepted in Ballard Christian School. Students may not enroll after October unless special permission from the school board is granted.

Attendance

Regular attendance is a must for all students if they are to progress in their education. Absences should be due to illness, death in the family, or other urgent matters.

Students are allowed a total of 20 absences (including personal days) per year. Students who exceed the 20 day limit will have to attend summer school (= to the number of days they are over the limit) before they will be promoted into the next grade.

Seniors will not receive their diplomas until they have attended summer school if they have missed more than 20 days.

Students who miss more than 20 days will not be allowed to re-enroll the following year if they do not attend summer school.

Students will be allowed 5 personal days per year. However, students may not take personal days during exam weeks. These absences will be un-excused.

School starts at 8:25 AM. Students will be allowed 5 tardies and leaving earlies (combined) per semester. Any tardies or leaving earlies after the limit will be unexcused.

Students who are unexcused will not be allowed to make up daily work, quizzes, or test that they have missed. Their recorded grade on such assignments will be zero. All work missed during an excused absence must be made up within one week upon returning to school. Exceptions will be granted in the case of an extended illness.

If a student is tardy, he must report to the office before going to class. A student must at school by 11:30 AM to be counted present for the day. If a student leaves school before 11:30 AM, he will be counted absent for the day.

School will dismiss each day at 2:40. It is important that you pick your child up on time.

Ballard Christian School will be in session on a five day week. (Monday – Friday)

Transportation

For the protection of the students, parents, and the school, the school should know who is authorized to pick up the student. Please notify the school by note or telephone if the child is to leave with anyone other than those who have been authorized.

Tattoos and Body Piercings

Tattoos and body piercings are prohibited for BCS students. Any student who receives one of these while enrolled or over the summer break will be dismissed. Two exceptions: 1) Girls may have their ears pierced. 2) A new student who enrolls already having a tattoo. However, that student must keep the tattoo covered at all times while at school or school functions.

A student may not leave with another driving student without written permission from parents of the rider and driver.

Snow Days and Emergency Closings

When the school needs to close because of bad weather, the parents will be notified by watching WVVA Channel 6 (or WVVA.Com). We will not operate on the same schedule as the county schools.

KINDERGARTEN will have school on the 1 hour delay (9:25-1:00). On the two hour delays, they will begin at 10:25 and dismiss at 1:00.

School Property

The facilities of Ballard Christian School and Ballard Baptist Church belong to the Lord. They have been dedicated for His honor and glory. Therefore, students should use them with respect and consideration.. Parents will be held financially responsible for any property damage caused by their child if repair or replacement is necessary.

Finances

Ballard Christian School receives no federal or state assistance. We depend upon tuition and donations to operate the school. It is necessary therefore, that parents prayerfully consider the financial requirements of our school and be in complete agreement with them.

Registration

Before May 10 th	\$ 85.00
On or after May 10 th	\$110.00

Registration is due per child, per year.

Books

Students purchase their own books. Prices vary according to grade. Price lists of new books will be obtained from the school office. No books will be issued to the student until payment is received.

Registration, books, activity, and tuition fees are non-refundable. Students' grades and records will not be released unless all bills are up-to-date. Students will not receive graduation diplomas unless bills are paid in full.

Tuition

1 st child	\$160.00/month
2 nd child	\$140.00/month
3 rd child	\$120.00/month
4 th child	\$ 100.00/month
5 th child	FREE

Churches who donate \$500.00 or more a month to the Ballard Christian School, tuition will be as follows for their members:

Only one child	\$135.00/month
1 st child	\$130.00/month
2 nd child	\$110.00/month
3 rd child	\$ 90.00/month
4 th child	\$ 70.00/month
5 th child	FREE

Kindergarten is a set fee of \$120.00/month regardless of how many children are enrolled.

Parents who get behind more than 2 months in tuition without prior approval by the administration, their children will not be allowed to return to their current classes.

The first tuition payment is due September 1st and is considered late if not paid on or before September 10th. Following payments are due the first day of each month. The last tuition payment will be in May of the current school year.

Late Fees

A late fee of \$10.00 will be added to each month if your tuition payment is received after the 10th of each month.

Activity Fees

An activity fee of \$50.00 per student will be charged yearly. This fee will permit students to all Ballard Christian School activities on school property except special fund-raisers. All students are required to pay this.

Discipline

Elementary

The administration desires to keep disciplinary measures both effective and scriptural.

We will work closely with parents to solve any difficulty in behavior. Corporal punishment will be used only when other avenues have failed to correct the problem. Parents will, in most cases, receive a note from the office if it becomes necessary for the student to have a visit with the principal. Close contact between parents and teachers will generally solve most behavior difficulties. Suspension or expulsion will be the result of habitually bad habit.

Teachers will handle classroom disciplinary problems according to school guidelines until such time as this proves ineffective. The child will then be sent to the office. If this is necessary more than once in fairly close succession, the parent will be called and appropriate measures will be taken to halt the problem. parental cooperation is essential.

It is our desire that your child learn self-discipline. We will be fair. We ask your help. Working together under the leading of the Holy Spirit, we shall succeed, and that is the ultimate desire of this educational program.

High School

The student should consider it a privilege and not a right to attend BCS. For this reason, discipline is required to insure that the high Christian principles of this school are maintained.

Students may be assured that disciplinary actions will be taken for infractions of school policies or rules. These measures may include, but not limited to, after school detention, profitable extra assignments, suspension, or expulsion.

A grade of zero will be received by a student for all daily work and tests during suspension. Depending on the seriousness of the offense any suspension may result in expulsion if the administration sees this action necessary. A suspension requires a phone call to the parents. If this cannot be done, a letter will be mailed immediately.

The student's disciplinary record will be reviewed prior to accepting the student's application for another year.

Dismissal of a student is the final step in discipline. Decisions in this matter are the full responsibility of the administration and the school board. Further reviews or appeals cannot be considered.

Student Dress Codes

All students are expected to dress neatly and modestly at all time in accordance with the Christian testimony of Ballard Christian School.

Girls' Dress Code

- Girls must wear dresses or skirts that come



below the knee.

- Low necklines (front or back) are never permitted.
- Tight sweaters are never permitted.
- Slacks, jeans, sleeveless tops, etc. are never permitted.
- Splits of any nature in skirts or dresses are not to come above the bottom of the knee.
- Tops may not feature any inappropriate pictures or words.
- All extremes in fashion and make-up should be avoided.
- Baggy shorts, culottes, or gauchos may be worn for PE, field trips, etc. They must come below the knee.

All girls must abide by this dress code during school and at all school functions.

Boys

- Boys must wear long, loose fitting pants and maintain a neat appearance at all times.
- Bib overalls, military clothing, camouflage, or other hunting clothes, faded jeans, acid stone-washed, etc. clothing or any other clothing deemed not neat in appearance, will not be permitted.
- Shirts must have collars (a neck band) and sleeves. Shirts must be worn inside the trousers at all times.
- Boys must wear socks as all times.
- Boys may not wear jewelry of any kind except watches, rings, tie tacks, or tie bars.
- Beards, goatees, and mustaches of any shape or length are prohibited.
- Side burns should never come below the top of the ear lobe.
- The hair must be neat. It should never be excessively long on the top, back, front, or side of the head. It must be off the ears.

If bangs are desired, they should be no longer than one inch above the eyebrows. Punk rock cuts are not acceptable. Below is an example of an acceptable cut:

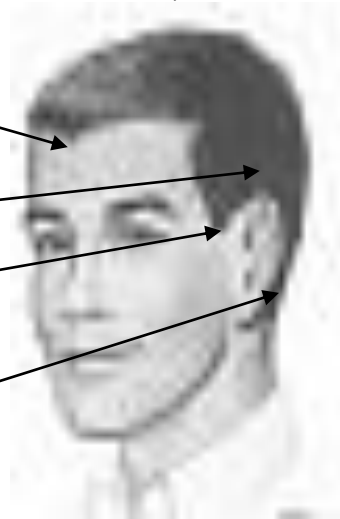
Hair 1 inch above the eyebrows

Hair properly thinned

Hair trimmed around the ear

Sideburns no lower than the top of the earlobe

Hair off the collar in the back



Any student whose appearance does not meet with the school's standards of appearance will be disciplined.

1. If the violation is extreme, as determined by school officials, the student will not be allowed to attend classes until the violation is corrected.
2. The student will receive only one warning from the teacher or administration. A second violation will result in discipline. Parents are urged to see that their children are always in conformity with the school's standards of appearance.

Graduation Requirements

Required Areas of Study

<u>Course</u>	<u>Credits</u>
English	4
American Literature	1
British Literature	1
Math	3 (Alg. 2, Geo., Trig., Acc,)
Science (plus 2 labs)	3 (Bio. 2, Anatomy, Phy., (Chem., Physics)
History	3 (US-1900, 20-21, World)
Economics	1
Health	1
Physical Education	1
Typing	1
Foreign Language	2
Fine Arts	1(Choir, Drama, etc) (1/2 credit for each year)
Bible	4 (Or one for each year in attendance at BCS)
TOTAL	26 (Required to graduate)

It is the student's responsibility to determine and meet the requirements for graduation.

Graduation Attendance

All students must attend graduation exercises. Any student who fails to do so will receive a 3% cut in his semester average in each subject.

Student Conduct

- Running, loud talking, or any other disruptive conduct will result in disciplinary action.
- Students are not permitted to leave the school grounds before dismissal time without permission from the office.
- Students are not permitted to play the piano without permission from the administration.
- Chewing gum is not allowed on the premises.
- The telephone at Ballard Christian School is for the school and church business. Students will not be allowed to make or receive calls except in emergencies. Forgetting one's homework, gym clothes, etc. does not constitute emergencies.

Exempt From Exams

Students will be exempt from exams for each class if they have missed 5 days or less for the semester and have an average of "88" in the class. Those exempt from exams do not have to attend school during those exams. They will not be counted absent.

Marriage Policy

No married student will be allowed to attend classes at Ballard Christian School.

Visitors

Parents are welcome to visit our school at any time. However, before visiting a classroom, parents should make arrangements with the teachers. Students of Ballard Christian School may not have visitors at school without prior permission from the administrator. Student visitors must comply with all school rules and dress codes.

Dating

Dating or pairing off will not be allowed at any grade level during the normal school day. Dating on the junior high level (grades 7-9) is not permitted at any school activity.

Dating on the senior high level (grades 10-12) may be allowed by permission at certain after school functions. It must be approved in writing by both sets of parents. Un-Christian behavior of any kind during these activities will result in disciplinary action and the loss of the dating privilege.

Cafeteria

Students may bring lunches from home or purchase sandwiches, snacks, drinks, etc. in the cafeteria. The kitchen microwave is not to be used by students without permission.

Athletics

The purpose of our athletic program is to glorify God. It is also our desire to build Christian character, discipline, sportsmanship, cooperation, and self-control into the lives of those who participate. The following will apply to all sports teams:

- During the week (Monday-Thursday), travel time to away games will be limited to 1 ½ hours.
- On Friday, Saturday, and holidays, the travel time to away games will be limited to 2 ½ hours.
- Over night trips per sport is limited to one except tournaments.
- The teams will be limited to two games per week except on their over night trips.
- Ballard Christian School will not compete against public schools.

In order to participate in athletics, a student must have a "C" average with no "F"s. Failure to maintain a "C" average will result in a one week suspension or until the "F" is raised to passing. At the end of a nine week grading period, failure to maintain a "C" average with no "F's" will result in a minimum of two weeks suspension or until the grade problem is corrected.

Student Drivers

The following guidelines must be followed if a student drives to school:

- Park in assigned areas
- Driving from school grounds during school hours with out permission is not permitted
- Sitting in cars during the school day is not permitted
- Students must leave their cars upon arriving at school and may not return to their cars during the school day unless permission is granted.
- Mature, responsible operation of the vehicle in the school area is expected
- Student drivers must leave school premises as soon as the car is entered.

Student – Parent Pledge

The following agreement must be obtained from the school office and signed by every student and parent (via the enrollment form) before attendance at Ballard Christian School will be possible. This statement will be strictly followed and enforced. The school must maintain high standards as a prerequisite to both spiritual and academic training.

It is the desire of Ballard Christian School to develop Christian character within the hearts and actions of our students. To train young people academically and not spiritually is to fail as a parent, a local church, and also as a Christian school. In accordance with this belief, we feel it necessary to commit our students, parents, and administration to standards of conduct which will uphold principles set forth in the Word of God. Students must also learn that sin always results in judgment, and that lesson is best taught by example. Discipline is difficult to administer and friendships hard to overlook, but the Word of God demands not only our love, but our consistency.

1. I pledge my support in action and attitude to the standards of conduct as written in the Ballard Christian School handbook.
2. As a loyal student or parent, I pledge my support to defend the school when attacked by those wishing to destroy the testimony and direction of the institution.

3. I understand that smoking or the use of tobacco in any form, regardless of the situation, could result in the student's immediate removal from the school.
4. I understand that drinking alcohol in any form, regardless of the situation could result in the student's immediate removal from the school.
5. Proven immoral behavior of any student will result in immediate removal from school.
6. I understand that cheating is certainly not the proper action for a Christian school student. I understand the result of such action will be failure in the course. If the course is required for graduation, I will need to repeat the entire course. Upon my second cheating infraction, it will be necessary to be removed from school until such a time that Christian character can be demonstrated in my life.
7. As a parent, I understand the necessity of teaching Christian character by my child's regular attendance at school. I will refrain from allowing him to miss school unless illness or an approved emergency occurs. Failure to keep my child at school on a regular basis could result in an administrative request that my child withdraw from school.

If I allow my child to miss an excessive number of school days, I understand that I must accept the responsibility for any poor or failing grades that he might receive.

8. We understand the disciplinary procedures outlines in the handbook and give the teachers and administration full discretion in the discipline of our child enrolled in Ballard Christian School. This includes assigning detention, paddling, suspension, and expulsion.

9. We give permission for our child to take part in all school activities, including sports and school sponsored trips away from the school premises. We absolve the school and church from liability to our child of any injury to our child at school during any school activity. In case of accident, we request the school contact us. If this cannot be done, please contact a physician and make whatever arrangements deemed necessary.

10. We understand our financial responsibilities as given in the handbook and agree to abide by the school policies concerning them. We understand that no grades will be released until all financial obligations are met.

Grade Reports

Grade reports will be sent on after each nine weeks grading period. Mid-term reports will be sent home every 4 ½ weeks.

The purpose of the mid-term is to inform parents of any grade difficulties so that improvements can be made before the end of the grading period. These should be signed and returned to school.

Report cards will usually be sent home by students. These must be signed and promptly returned to the school.

A student who destroys or loses his grade report will be charged a fee of \$2.00 to get a second report and a fee of \$4.00 for additional reports.

The teachers and administration of Ballard Christian School will make every effort to keep parents informed of their student's academic progress. Parents should feel free to check on their child's performance at any time. However, conferences should be pre-arranged.

Parent – Teacher Meetings

Parent – Teacher Meetings will be held at the end of each nine weeks. All parents are urged to support the school and the students by attending.