

# **LOSH CHRISTIAN SCHOOL STUDENT HANDBOOK**

## **I. INTRODUCTION**

Parents and Students, welcome to LOSH Christian School. Since its inception in September of 2013 LOSH Christian School has sought to offer its students and families a safe, supportive, and caring Christian institution devoted to the classic educational curriculum. As parents, we understand that you have been given a tremendous opportunity and privilege by God. It is humbling to consider that He has given us the responsibility of raising up the next generation of Christian leaders. It is our desire to be an institution that supports you in this wonderful challenge. We also want our students to understand our commitment to them. As an educational institution we pledge to provide you with the necessary competencies w compete in today's world. In addition to that educational content, we will provide you with a foundational Christian world-view through which you may come to understand that "all truth is God's truth" and there is nothing which does not fall under the Lordship of Christ. I trust that this handbook will answer the questions which you may have about our school. In it you will find most of the information you will need to have the best-possible experience while here - LOSH Christian School. If we can be of service to you in any way please do not hesitate to contact the school and we will seek to provide you with the assistance necessary.

Serving Christ in Christian Education

LOSH Christian School Administration

## **1 PURPOSE**

The primary goal of LOSH Christian School is to train students spiritually. It is our desire to be the extension of the Biblical and education & training beg a Christian home. To obtain this purpose we have the following objectives:

LOSH Christian School seeks to encourage its students to reach their highest 1) spiritual, 2) intellectual 3) social, 4) cultural, and 5) physical potential. We seek to present the truth about God, life and the world.

## **II. LOSH's OPERATIONAL BEACH-HEADS:**

### **OUR MISSION:**

To include every child in our path in a standardized, modern but affordable system of education; featuring a dutiful Christian picture of the world to our kids. Accordingly, we embrace the call dictated by the Bible through its lenses which depict the teaching of Christ that favors unconditional love for every child as well as its reflection on how we, as humans, should perform in our lives sojourn. This inspirational message is accentuated by His burning desire to make that child Himself, in a system driven by Christian principles.

### **OUR VISION:**

We envisage a society that shall have honest, competent, patriotic, diligent and Christ-like societal motivators; viewing the ideals of fair labor, steadfastness and innovation which sum up the way to success, reliability and independence.

## OUR CORE VALUES:

Loyalty  
Obedience  
Sincerity  
Humility

## MOTTO:

“Handle your tools without mittens”

## SPIRITUAL GUIDANCE:

Proverbs 22:28 Remove not the ancient landmark...

## CANONRY STATEMENT

### WE BELIEVE:

In one God, eternally existent in three persons: Father, Son and Holy Spirit. That Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true Man.

In the Scriptures of Old and New Testaments as verbally inspired by God and inerrant in the original writings; and they are of supreme and final authority in faith and life. Man was created in the image of God; that he sinned, and thereby incurred not only physical death, but also spiritual death which is separation from God; and that all human beings are born in sin and that this sinful nature is the origin of all sinful acts in thought, word and deed.

The Lord Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice and that all who believe in Him are justified on the basis of His shed blood.

That all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit, and thereby become children of God.

In the bodily resurrection of Christ and His ascension to Heaven, and His present work as high Priest and advocate. In the personal return of Jesus Christ.

In the bodily resurrection of the just to everlasting blessedness, and the unjust to everlasting punishment. We want to teach interdenominational. Therefore, we covenant with all faiths, NOT to teach (or allow those who teach under our invitation) any material that could cause us to differ on points not covered in our doctrinal statement. Those topics are: communion, baptism, eschatology, tongues, security of salvation and healings.

## 2 OBJECTIVES

### a. Spiritual Objectives

1. The Bible is presented to students as the only, inspired Word, which is the final authority for all truth and knowledge. (John 17:17)

Students are taught what the Bible says in content and are encouraged to study it so that they are open minded and affected by it.

(Joshua 1:8, James 1:22-25, 2 Timothy 3:16-17)

2. Students are taught their need for Christ and are encouraged to accept Him as their personal Savior. (Ephesians 2:8-9, John 1:12, Romans 3:23, 2 Timothy 3:16-17) Students are given

encouragement and direction from God's Word to help them develop a deep commitment to walk with Christ throughout their lives. (Deuteronomy 6:5, Psalm 119:9-16, 105)

Students are taught to pray and are encouraged to practice it in personal devotion time and when with a group in school. (1 Thessalonians 5:16-17, 1 John 1:9, James 5:16) The place of the local church and personal commitment to it are emphasized. However, no recognition of denominations or denominational issues should be presented, only according to the doctrinal statement. (1 Corinthians 12:12, Hebrews 10:24-25) Students are shown how to live as Christians in this present world, being in the world, not of the world. Doing justice, loving mercy and walking humbly are presented as life-long objectives for each student. (Titus 2:11-12, Micah 6:8)

- Students are taught to accept the Great Commission and to be witnesses for Christ both at home and abroad. (Matthew 28:19-20)

Parents are expected to accept their responsibility to their children in providing a Christian home and responsible life style congruent with Biblical principles. (Deuteronomy 2:6, Psalm 119:11, Ephesians 6:4) Intellectual Objectives

- Students are guided to develop a Christian mind, which enables them to see all of life and learning from a Biblical viewpoint. (Colossians 3:17, Psalm 24:1, Proverbs 1:7)
- Students are encouraged to develop their full academic potential. (Colossians 3:23, Proverbs 4:5-8, Proverbs 3:13, 1 Corinthians 15:58)
- Students are taught the skills required for meaningful witness, service, and participation in society: reading, writing, speaking, listening and mathematics. (2 Timothy 2:15)
- Students are taught good study habits.

(2 Timothy 2:15, Proverbs 4:7, 1 Thessalonians 4:11, Colossians 3:17)

Students are encouraged to develop creative and critical thinking in order to be able to make mature Christ like decisions. (Proverbs 3:21-22, Hebrews 5:14)

- Students are taught to work independently and cooperatively. (Matthew 25:14-30)

#### b. Social Objectives

- Students are taught to understand and accept themselves because they are created in the image of God.

(Genesis 1:27, 5:12, 2 Corinthians 5:17-18, Romans 12:12, Colossians 3:23) students are taught the importance of treating all others with love and respect because they also are made in the image of God.

(Ephesians 4:29, 32, Ephesians 5:2, Romans 13:10, Philippians 2:2-4, Romans 15:7)

- Students are taught about our LIBERIAN Heritage and the current problems facing our world; and are encouraged to participate in civic responsibilities. (Romans 13:16, Titus 3:1-2, 1 Peter 2:13-17),

.Students are shown the Biblical concepts of the family to be used when establishing their homes in the future. (Ephesians 5:22, Colossians 3:18-21, 1 Peter 3:1-7)

#### c. Cultural Objectives

- Students are encouraged to develop an appreciation for and participation in man's God- given capacity for creativeness as expressed in the fine arts. (Genesis 1:27, Colossians 3:17)

- Students are taught to understand and appreciate cultural patterns different from their own in order to increase their effectiveness in communicating the gospel. (Acts 1:8, Galatians 5:13, Romans 14)

- Students are taught to evaluate all cultural patterns on the basis of scripture, understanding what is in direct contradiction to God's Word and what is not. Galatians 5:13, Acts 5:29)

#### d. Physical Objectives

- The students are given the opportunity to develop and maintain a level of physical fitness through a variety of skills and games relevant to their individual level of competence. (Isaiah 40:28-31)

The physical education program is structured so that each child can become competent in management of the body and can develop useful physical skills.

(Proverbs 31:17-25, Zechariah 8:9, 11, 2 Timothy 1:7)

- Students are taught how God has created their bodies to provide movement and the importance of keeping fit. (Psalm 139:14, Colossians 2:18-19).
- Through physical education the students are encouraged to seek participation in and derive enjoyment from wholesome recreation during their leisure time. (Psalm 139:14, Colossians 2:18-19)

### 3 ADMISSIONS PROCEDURES

Students who wish to be admitted to LOSH Christian School and their parents must support the above purpose. LOSH Christian School admits students of any race, color, national, and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, -color, national, and ethnic origin in administration of its educational policies, admission policies, scholarship and account programs, and SOCCER and other school-administered programs. However, the school's policy on age requirement for a given level is the most important requirement at the center of our admission policy.

- Thoroughly read the Handbook.
- Return the completed application, the non-refundable USD\$10.00 registration fee per student
- New student registration fee of USD\$20.00 (non-refundable) is due when application is received in the office.
- Include a signed release form for LOSH Christian School to send to the student's former school for all previous school records with the application.
- Either the school principal and/or the disciplinary principal will schedule a conference with both parents and the student to determine if the student will be accepted.
- Parents must indicate a willingness to be involved in school activities.
- Students will be accepted in order by date of paid application.
- Returning families maintain their priority for admission over new families as long as they have paid the nonrefundable application fee and stay current in their financial obligations.
- The first grading period will be probationary for all new students.
- The school administration has the authority to give a diagnostic test for new students. This test will determine the grade placement of the student.

### III. CURRICULUM

LOSH Christian School uses various syllabuses. The choice at this time is curriculum from A-Beka Books, Pearson and Association of Christian Schools International – all being used as supporting materials alongside the MoE curriculum.

#### **PARENT-TEACHER CONFERENCES**

It is the objective of LOSH Christian School to provide parents at least three scheduled conferences throughout the school year: at the beginning of the school year, at the end of the first semester and at the end of the last semester.

In order for the fourfold purpose of parent-teacher conferences to be accomplished, it is strongly recommended that both parents attend.

The purpose for parent/teacher conferences is fourfold and is stated as follows:

1. To give teachers and parents opportunity to review the child's performance academically, spiritually and emotionally;
2. To provide an opportunity to discuss strengths and areas where improvement may be needed;
3. To provide a line of communication between parent and teacher.
4. To strengthen the teacher's ability to meet the individual needs of each student.

#### **IV. PARENT-TEACHER RELATIONSHIP**

In order for LOSH School to be effective, parents and teachers must work together.

Though we are a private Christian school, we will not be effective unless parents spend time with their children, helping them with their homework. This time spent by parents show the student the value of education in a more effective way than anything the school can do. The home cannot undermine the authority of the teacher by openly questioning the actions of a teacher, nor can the teacher undermine the authority - the values of the home by openly questioning the parent. If parents have questions about a situation or a general concern, they should first privately talk with the teacher. Unresolved problems would then be reviewed with the teacher and administrator.

Continuing problems would then go to the Board. There is always to be a spirit of Christian love and reconciliation. Parents must agree to follow this procedure, involving only those able to correct the problem, if they desire to be a part of the school.

#### **V. FINANCIAL INFORMATION**

This school is a nonprofit organization. It is supported totally by tuition and donations. We are dependent on the faithfulness of parents to fulfill their financial commitments. Any one-time donation greater than fifty dollars (USD50) will receive a receipt from the school office.

- Tuition payments must be done through the schools account per payment schedules.
- On the 10th day of the payment month, a past due statement will be mailed; this will automatically add USD\$5 to the amount owed.

If unusual circumstances have created a financial problem, an immediate request must be made to the school administrator for a board review. This request must be made swiftly, so that the board may make the review at the next monthly board meeting.

All enrolled families must be current with tuition in order for the child to enter school and earn certain priority placement for the following year.

##### **a. SUMMARY OF PERMANENT COSTS/APPLICATION AND STUDENT FEES**

- Registration Fee: USD\$10.00 per student; due at SEPTEMBER enrollment dates set by the school. Registration fees are non-refundable.
- SPORT FEE: USD\$25.00 per student; due at the start of each SOCCER season.
- ICT Fee: USD\$25.00 per school student. This is for network usage and computer education fees. These funds will go into an account to cover network usage, computer maintenance costs and help fund technology.

#### **b. TUITION SCHEDULE**

- Tuition Statement is available at the LOSH Christian School business office.

Current families recruiting new families will receive USD\$10.00 off their total tuition.

#### **c. TUITION ASSISTANCE**

LCS provides tuition assistance to families with demonstrated financial needs and who desire to make Christian education a priority for their family through the Africa Living Pencil (AfriLPen), a scholarship and tuition saving program.

A ministry discount is available to those families in ministry. The ministry discount and financial assistance may not be combined. Generally, saving account is established for all students in enrollment with up-to-date tuition payment record. Tuition assistance does not exceed 20% of the actual tuition cost.

### **VI. WORK CREDIT AND COVENANT CREDIT**

Work Credit:

Parents who are able to give eight hours of time to the school per month will have \$15 deducted from their installment payment tuition fee for the first full time student or \$10 deducted for the first part-time student. One may give their time by:

Directly serving at the school; being used by the faculty at your own home cutting out papers: etc. cleaning at the school.

If for any reason it is not possible for you to be able to give of your time, you will be able to participate with us by paying the additional tuition fee, enabling us to pay for additional help at the school.

This system is in no way meant to punish those who cannot give time to the school. It is simply a way to meet the needs of the school for help and give those who cannot give time another means to fully participate. A standard of eight hours work per month has been set. If less time is donated per month it will be appreciated, but will not reflect a deduction in tuition cost.

Covenant Credit:

### **VII. LCS DRESS CODE**

LOSH Christian School is an extension of the Christian home. It is the parent's God-given responsibility to care for the adornment and decorum of their children, teaching and enforcing Godly dress. It is important that the school standards for clothing and general appearance reflect the mission of our school. It is our prayer that you will have Godly discernment as you and your child select clothes in line with the school's guidelines. We do expect a willing spirit of cooperation from students and parents, and the administration reserves the right to make the final decision in matters of judgment.

#### **a. A Proper Self-image**

Since human beings are created in God's image (Genesis 1:26-27), we need to see ourselves as He sees us. Our outward appearance is a reflection of the way we view ourselves and how we think God sees us. We want our students to understand that they are valuable because God created them, not because they are physically attractive.

#### VIII. Official Uniform:

##### 1. What is Acceptable.

1.1) Girls: White blouse choked with a dark gray bow-tie and dark gray jumper with LOSH SCHOOL printed in morone, balanced on a white field with the school's contact information printed in white; white socks and black shoes.

1.2) Boys: White shirt choked with a dark gray bow-tie. A badge stitched at the pocket's hem with and dark gray short trousers.

#### IX. Safety

##### a. Colored Occasion

We have occasions along school period to engage in activities that require colored clothes. The school's choice on dressing at such time remains the same.

Note: Some of the dress code is a result of concern for our students' safety at school and school sponsored activities. This is important during their growth stages.

##### b. Tops (i.e. shirts)

Girls: No Sleeveless

Although some sleeveless shirts are modest, others are not. In order to avoid the uncomfortable situation in which a judgment call (which may be perceived as unfair) regarding a shirt must be made by the teacher and/or administrator, no sleeveless shirts or tank tops are permitted.

Boys: No muscle-arm shirts.

#### X. Slogans

Any article of clothing (including Christian apparel) that initially seems to advertise a message contrary to the mission and purpose of LCS may not be worn (example: skull designed shirt/blouse or t-shirt with alcohol or tobacco advert; hate messages)

##### a) Pants/Shorts

##### 1. What is Acceptable?

Students may wear pants, jeans, and capris that are in good repair (no holes or tears) and present a neat, well-groomed, professional appearance. Students may wear shorts to school, but when kneeling, they may be no shorter than 5 inches from the floor.

##### 2. What is Unacceptable?

##### b) Shorts/Long Pants

No oversize, baggy, tight-fitting (skin-tight), frayed, extra-long pants, or jeans that drag on the floor will be permitted. Sweat pants, wind pants, and SOCCER pants are not permitted.

##### c) Dresses/skirts

Dresses must be no shorter than 3 inches from the floor when kneeling. Slits may be no higher than 3 inches above the knee. Tight-fitting skirts and dresses are not permitted. The bodice of the dress must follow the guidelines for tops, and appropriate undergarments must be worn. Elementary students must wear shorts or leggings under skirts or dresses, due to recess and P.E.

d) Shoes

Appropriate shoes are important for various activities. Flip flops are not appropriate for P.E. or recess for safety reasons; students will be expected to bring tennis shoes for those activities. If the student's flip flops become a distraction in the classroom (sometimes it's hard to keep them on and not play with them), the teacher may ask the student to change them.

e) Make-up

Boys and girls are not to wear make-up.

f) Hair

Girls: Hair is to be plaited all-down in not less than seven locks; cleaned and properly greased. No wig but attachment at a very appreciable length of not more than four inches is permitted but ONLY at special color events.

Boys: Hair is to be neat, clean, and not covering the face. Boys may have no facial hair. Boys must keep hair shorter at the pinch of string, above the collar, on the side. No extreme or eccentric style or coloring.

g) Jewelry

Students may wear modest earrings not including rings, bracelets, or necklaces, (girls only). Students will be asked to remove inappropriate earrings.

h) Tattoos and Body Piercing

Tattoos are not permitted. Body piercings are not permitted at school or any school functions. This dress code applies to every-day school wear and is subject to administration discretion.

5. Programs and Banquets

i. Boys' Dress

Boys will wear dress pants or dress khakis with a belt. A collared shirt, dress socks, and dress shoes or boots must be worn as well. A sweater with a collared shirt or turtleneck is also permitted. No denim clothing of any kind, nor t-shirts, or tennis shoes are permitted.

j. Girls' Dress

Girls will wear a dress, skirt, or African attire that follows the dress code requirements. A tank-style dress is permitted as long as no undergarments are showing. No t-shirts or tennis shoes are permitted on dress-up day. Dress shoes or dress sandals are permitted only.

**Attention:** The teacher may require a costume or other clothing requirements dependent upon the occasion.

**k. DRESS CODE ENFORCEMENT**

1. All regulations apply to every school activity.

If something is "borderline", the student may receive a warning not to wear that particular article again and/or the parent may be required to bring appropriate clothing before the student may return to class.



## 2. For Infractions of the dress code for Preschool through 6th Grade:

### 2.1 1st Offense

A verbal warning to the student and parents, through a note, phone call, or in person, the day of the infraction.

### 2.2 2nd Offense

A conference with parents, teacher, and administrator.

### 2.3 3rd Offense

Student will be dismissed from school to change into clothes fitting the dress code requirements. An unexcused absence will be given for the time they are absent from class.

### 2.4 4th Offense

A conference with parents, teacher, administrator, and school board to decide on appropriate consequence for the continued infraction of the rules.

An offense will be considered any infraction in a single 6-week grading period. A second violation of the dress code in the same 6-weeks would constitute a second offense, etc. In the spirit of grace, each student will begin each 6-week period with no violations unless otherwise determined by the School Board. The dress code for field trips and extra-curricular activities may be established by the teachers (subject to administration's approval), if required to be different than normal for the activity.

## **XI. ELEMENTARY**

### a. ATTENDANCE

- Students are to be in attendance not later than 08:00 am. However, grace is given to students who live more than an hour drive away from the campus.
- Students are expected to be in school in order to do their best, be accountable for their time, and develop good work habits and to participate and gain from the dialogue of the class.
- When absences are necessary and known in advance, the parent is to inform the teacher office or administrator.
- Advance notice of planned absence should be given to allow time for assignments to be given ahead when practical.
- When a child is absent one hour without prior notice, the student's teacher or school office will contact the parents.
- The student will have two school days for make-up time for every day he has missed. The teacher may extend this if the circumstances are valid.

### TARDINESS

It is the responsibility of the parents to ensure that their child/children arrive at school on time each day. Tardiness to school or class creates a disturbance that disrupts the learning environment and is inconsiderate of others. Parents must make every effort to have their child to school on time. The office will not attempt to distinguish between "excused" or "unexcused" tardiness. Excessive tardiness will be handled by the school administration.

### Start of School:

The school day begins at 8:00 am. All students are expected to be in their classes by 8:00 am. Gate shall be closed a minute after 08:30 am.

### Discipline for Tardiness:

Students will receive one "free" tardy per quarter per class. Each subsequent tardy during a period will result in a telephone contact with the parents and possible suspension.

Inclement Weather:

Students are not considered tardy if due to inclement weather.

b. LEAVING DURING THE SCHOOL DAY

- Students who must leave during the day due to illness, appointment or non-school activity must check out through the office.
- Students that must leave before 10:30 a.m. will be counted absent for the school day. Students who leave after 10:30 am, but before 2:00 p.m. will be counted present for one-half day. Students leaving after 2:00 p.m. will be counted present for the day.
- Parents should come to the office to sign out their child. When a student returns after an appointment, they should sign back in at the office.

XII. ELEMENTARY HOMEWORK

- a. Homework goes every day. Parents are to follow-up with the teacher should they notice their child's school days being short of homework. Students who use their class time responsibly in grades 1-3 should not have more than thirty minutes of homework per night on the average. Students who use their class time responsibly in grades 4-5 should not have more than one to one half hours of homework per night. Wednesday nights are set aside for Bible reading; Homework will be held to a minimum, set at the discretion of the teacher.

XIII. ELEMENTARY GRADING SCALE

- a. Excellent—90— 100 b. V. Good— 85—89 c. Good— 80—84 d. Try—75— 79 d. Fail— 60—74

ELEMENTARY DISCIPLINE POLICY DISCIPLINE AND EDUCATION

Discipline is part of the education process. The advantage of having a child enrolled in a Christian school is that the child will not only gain in wisdom and knowledge but that his/her character will also be molded. Children will likely not remember all of the facts and lessons that teachers teach, but most of them will remember the incidents when they experience discipline. It is the character traits that are acquired at home and in school that will go with that child throughout life. This is not written to in any way diminish the importance of academics.) This is why the Scripture so closely related the concepts of discipline and discipleship. Disciplinary incidents in the lives of children will be approached as teachable moments and dealt with as opportunities to mold the lives of young people.

Thus, LUSH Christian School's main focus of discipline is to discipline our children to express positive behavior out of love for Christ, not fear of reproof.

XIV. PRINCIPLES OF DISCIPLINE

A. The Authority Principle Proverbs 13:24 "He that spareth his rod hateth his son: but he that loveth him chasteneth him betimes." Though the rod can refer to corporal punishment in the above passage it can refer to much more than the rod. The rod was the shepherd's club used in defense of his sheep. Later, kings carried a rod (later referred to as a scepter) as a symbol of authority. The main thrust of this verse is that parents (and those whom parents place in positions of authority over their children) are expected to exercise their authority. When parents enroll

their children at LOSH Christian School they are placing their children under our authority with the expectation that we will exercise authority for the benefit of their children.

Parents are therefore expected to be supportive of those they have chosen to serve in positions of authority over their children. Parents can expect their children to receive caring discipline at LOSH Christian School.

#### B. The Restitution Principle

Exodus 22:1 “If a man steals an ox or a sheep and slaughters it or sells it, he must pay back five head of cattle for the ox and four sheep for the sheep.” Luke 19:8 Zacchaeus stood up and said to the Lord, ‘Look Lord! Here and now I give half of my possessions to the poor, and if I have cheated anybody out of anything, I will pay back four times the amount’.”

If any property is willfully damaged, stolen or abused in any way by a student, school employee or parent, that person (not necessarily his/her parents) will be required to make full restitution as required by the administration. Failure to do so will be viewed as an unrepentant attitude and will be dealt with as such.

### XV. Principle of Basic Rules

Though the school has developed specific rules concerning such things as appropriate dress, gum chewing, etc., there are some basic rules which will be expected to be followed by the students. It is the attitude of the administration that when these rules are followed, the specific rules will become a non-issue for the majority of the students. Teachers are expected to post these rules in their classrooms:

- Display an attitude of reverence for God and the things of God.
- Behave in a respectful manner towards people in positions of authority.
- Show kindness toward other students.
- Treat yourself with respect as a unique creation of God.
- Use property in an appropriate manner.

Note: These rules are expected to be followed as a lifestyle, not only as school behavior.

Behavior at school functions will be treated as in-school behavior.

#### a. The Matthew 18 Principle

In Matthew 18, Jesus lays out some principles for disciplining one another. In verses 1-14, Jesus emphasizes the importance of humility and of not misleading children but rather bringing them to salvation. Verses 15-20 give us a divinely ordained procedure for discipline and inform us of the authority behind that procedure. Verses 21-35 outline Jesus’ understanding of repentance and forgiveness.

At LOSH Christian School it is our position that discipline be handled in a way that is redemptive rather than judgmental. It is always the goal to bring back the lost sheep and to not be a cause of stumbling for those entrusted to our care. Our discipline procedure has been adapted from verses 15-17 for use in the school and shall be adhered to as closely as possible.

In our discipline we will always seek to bring about repentance and forgiveness.

### XVI. DISCIPLINARY PROCEDURE

Matthew 18:15-17 “If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that ‘every matter may be established by the testimony of two or three witnesses.’ If he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, treat him as you would a pagan or a tax collector.”

At LOSH Christian School System, we will use the following adaptation of the disciplinary procedure outlined in the scripture above.

A demerit system has been established to assist the teacher and the child to identify when a rule has been broken. A demerit system is not meant to be used as a tool to intimidate a child. Rather, it is meant to help them visualize the moral reasoning of the error and why they are expected to change their behavior. The demerit system is also meant to show what forgiveness, when there is a repentant heart, looks like. However, the demerit system is also meant to show that when there is not a change in behavior there are consequences that will arise.

#### Cycle I: "Just between the two of you"

The teacher reproofs the student privately (not in front of the class) whenever possible. During this reproof the teacher outlines the unacceptable behavior, the moral reason why it is wrong, and how it is to change. This change should give evidence of repentance. Depending on the severity of the offense the teacher may decide to give a warning before giving the first demerit. If the same behavior continues, the teacher will meet with the child privately and explain the offense, explain again the moral reason, the correct behavior, and give the child one demerit. The teacher should record the incident.

#### Cycle II: "Take one or two others along"

If however, the behavior is not changed the student is brought to the disciplinary principal with the record of the incident and expected student response. Parents are notified through the sending of a "Pink Card" by the student who takes it home. Parents have these two options: within a day to appear at the school to administer the discipline. The student will be awarded additional consequences for that behavior as deemed appropriate by the administrator. (These consequences could be in school suspension, loss of privileges, etc.) On top of suffering, these consequences the student will then be expected to fulfill the behavioral change expected by the teacher. The administrator will record the student's response to these consequences. If the student responds satisfactorily to the procedure in Cycle 2, the administrator and the teacher will offer words of forgiveness to the student. A record of the incident will be filed for legal purpose only and will have no bearing on future incidents.

#### Cycle 3: "Tell it to the Church"

Three demerits, for the same offense, in one month will constitute a meeting between the teacher, administrator and school board in order to evaluate the behavior and identify positive ways to help the child succeed in rising to the standard. Should the child refuse to show a repentant spirit by cooperating satisfactorily with the administrator and/or refuse to fulfill the expected behavioral response, that student will enter into Cycle 3. An up to 3-day In School Suspension (ISS) will be issued at the administrator's discretion. In the case of any disruption during the ISS, the administrator may issue a 3-day suspension from school. At that time, if the problem cannot be resolved, the student will be expelled.

Note: Any student, who, at this level of discipline appears to deliberately be taking advantage of the offer of forgiveness will be expelled.

## XVII. STANDARD OF CONDUCT

Students are to conduct themselves at all time in a manner becoming to a Christian.

- a. All conversation should be in good taste, with students striving to edify and not to hurt.

Intentionally annoying, hitting or fighting with other students is not allowed.

- b. Students' attitude and behavior in the classroom should be oriented towards creating the best possible learning environment.
- c. Students are expected to display appropriate behavior at all times using these fundamental campus rules:
  - Thou shall not run around;
  - Thou shall not play can-ball;
  - Thou shall use the bathroom with enough water;
  - Thou shall not write on the walls;
  - Keep the spirit of LOSH: be loyal, obedient, sincere and humble.
- d. At programs, students should be especially polite, treating those attending as our guests. In cases of extreme behavior, these behaviors carry an automatic penalty.
- e. Any property that is defaced or stolen must be replaced by the offending party, in addition to other measures taken.
- f. Any student who leaves the campus without permission will be suspended for up to three days.
- g. Also, involvement with any illegal drugs, alcohol or smoking of tobacco is forbidden at any time.
- h. Any student, who willfully violates this standard, even if it is not at school, will receive the maximum suspension. Any repeated offenses will mean automatic expulsion.

#### XVIII. Academic Honors

- a. An honor roll system is operated for each period. Students with all A's in each of their classes will be placed on the "All - A" honor roll. Students with A's and B's in each of their classes will be placed on the "A - B" honor roll. A student that maintains a 3.5 or higher average for the year will be placed on the administrator's honor roll. No C's, D's, or F's are allowed in this case. Seniors who have maintained a 3.5 GPA during the four years of high school will be graduated with honors; those with GPA's of 3.65 will be graduated with high honors; and those whose GPA is 3.8 or above will be graduated with highest honors.
- b. Valedictorian/Salutatorian/Dux  
Valedictorian will be required to have achieved a minimum of a 3.7 grade point average upon graduation. If no student has achieved this minimum, we would have a graduating class without a valedictorian. Salutatorian will be required to have achieved a minimum of a 3.5 grade point average up to C on graduation. If no student has achieved this minimum, we would have a graduating class without a salutatorian.
- c. Total Student Award
  - Minimum of 3.25 GPA
  - Positive Christian Attitude
  - Positive behavior
  - Obedient
  - Respected by adults
  - Respected by peers.

- Responsible - does the student fulfill responsibility given to him?
- Completion of tasks in a neat and timely fashion
- Church involvement
- Involvement in extra-curricular activities

#### XIX. Courses Failed

Students who have a semester course grade below 60 fail that course for that particular semester. Students who fail the following courses MUST make them up before proceeding to the next higher course: Language, Arithmetic, Foreign Language, Phonics/Reading and Science. When a BIBLE course is failed, it must be made up during the summer or the student will not return to LOSH Christian School.

#### XX. Homework

The assignments given as homework are designed to develop initiative, responsibility, and self-discipline in learning. They provide an opportunity to practice and apply concepts learned within the classroom. Reading assignments often are given to allow the student to be aware of material before it is given in class. Both Reading and Writing assignments are necessary.

Homework should be done in pencil on ruled notebook paper unless the teacher instructs you otherwise.

Assignments are due at the start of class. Any homework/assignment turned in after the assignment is collected will be counted as late.

It is very important that students do the assigned work every day and turn it in. When a student fails to do their homework on time, it complicates matters:

Student falls behind in learning concepts, many of which are built on previously learned concepts.

Students can do serious damage to their marking period average because they lose points and perhaps even full credit for late assignments.

Teachers will have to grade work that they have already graded for the rest of the class. The following point reductions will apply for late work:

One day late one letter grade reduction two days late - a two letter grade reduction; three or more days' late - no credit given, but students must still complete the assignment. Homework will be held to a minimum that is due on Thursday so that students may attend a Wednesday night church service. We realize there are some services other nights of the week, but to accommodate the vast majority, Wednesday night was chosen.

#### 7. Textbooks

Almost all of the textbooks are on loan from the school. Teachers will keep records of book numbers and students names. Books are to be covered, handled with care, kept in good condition, and kept free from all marks. Any fees associated with textbook damage should be paid prior to issuance of end-of-year report cards. Some hardcover books or reading materials may need to be purchased by the student and thus become the student's property. Workbooks that are given out for particular classes also become the student's own property.

#### 8. Bibles

The King James Version has been selected for cohesiveness to our overall program. Each student is asked to bring one upon entrance to LOSH Christian School. That version will be used by the

student in class and for memory work. We do not recommend the use of paraphrases (i.e., Living Bible, The Message, Good News for Modern Man, etc.) for study work or Bible memory. While they can be of help in some ways to the student, he needs a more accurate version for class work and deep study.

#### XXI. Specific Policies - Seniors

Any senior that is failing a paramount course at the end of the first semester will not be placed on graduation list until that grade is brought up. A student still failing at the end of the third grading period should not plan on graduating.

b. NO student shall receive a diploma from LCS without successfully completing Senior Bible, Liberian Government and Senior English. These three classes must be taken in the regular classroom setting. Transfer or correspondence credits are not acceptable substitutes. c.

Any senior who is expelled from LOSH Christian School for disciplinary reasons will not receive a diploma. There will be no tutoring or out-of-school work given to allow graduation.

#### XXII. Exams

Exams are held one time during the academic year--at the end of final semester.

Exam does not need to cover the entire semesters' work but are major tests of exam caliber and figure into the final six-week grade for the semester.

A special schedule is set up for exam week and a strict policy of attendance is in effect. Only an absence due to a major family emergency or serious illness of the student will be excused. Any unexcused absence will result in the reduction of the student's grade for each day of unexcused absence.

There will be absolutely no communication or transmittal of information of any type during the exam. Students who communicate information or cheat during the exam will receive a grade of "zero" for that particular test.

Teachers have the right to exempt students with an "A" average for the semester from taking the exam; however, the teacher has full discretion in deciding his particular exemption policy.

#### XXIII. Computation of Grades

Marking period - marking period grades are based on grades from the student's work within a six-week period.

Semester grades - semester grades are based on the average of the three marking period grades.

#### XXIV. Graduation Requirements

In order to receive a certificate from LOSH Christian School,

- a. A Student from the Kindergarten five must have earned full expressive knowledge in these subjects: Bible, Arithmetic, Phonics/Reading, Social Studies and Writing.
- b. A student from the 6<sup>th</sup> grade must have earned expressive knowledge in these subjects: Bible, Arithmetic, Phonics/Reading, Social Studies, Creative Writing, Morals coupled with consistent records in attendance and discipline.

#### XXV. Revoking/Withholding Credentials

LOSH shall withhold or revoke a progress report or promotion under these conditions:

- a. For academics problems – such as failing grades or academic dishonesty;
- b. For non-academic problems – failing to pay tuition or fees;

- c. For social misconduct that our standard disapproves.

## XXVI. Typical Schedule

Our schedule is based on an eight period day.

### 3. The Recommending of Withdrawal from School.

The administrator will meet with the parents of the student to discuss the school's recommendation.

## XXVII. MISCELLANEOUS ACADEMIC INFORMATION

### a. Field Trips

Various classes take trips to interesting and educational places in the area from time to time. Parents will be notified in advance of these trips, as parental permission **MUST** be granted before a student can participate.

### b. Transcripts

LOSH will provide a transcripts and a letter of recommendation at a reasonable charge for students withdrawing from the school at the end of a school year or in the middle of the school in as much as his/her withdrawal is free of expulsion or suspension.

### c. Periodic Reports

After six weeks, a report is sent home indicating the student's current academic progress to that point and any situations of which the parents should be made aware. Personal notes or phone calls may be sent or made by a teacher anytime during the marking period if the teacher feels that a parent needs to be alerted to a particular situation.

### d. Testing Services

Achievement testing services will be provided for home school families upon request for a fee.

## XXVIII. MEMBERSHIP

LOSH Christian School is approved for operation by the Ministry of Education, Liberia and is being studied for acceptance for membership in the Association of Christian Schools International.

## XXIX. ACCREDITATION

LOSH Christian School recognizes the distinct benefits of accreditation for the purpose of self-study and accountability, as well as for insuring a quality education for the families the school serves. Accordingly, the school has entered the accreditation process with the Ministry of Education and has been granted candidacy. The date for final accreditation is not yet determined. The instructional program of LOSH is designed and implemented to allow our graduates to stand on their own academic achievements and merit.

## XXX. ATTENDANCE INFORMATION

If school is to be as useful as it is meant to be, regular attendance is essential. Most courses of study are sequentially developed and unnecessary absence hurts the student's ability to profit from what is offered. Moreover, a student's attendance record becomes a part of his permanent record. Many employers consider attendance as important as a student's grade point average. In



order to convey to students and parents the importance we attach to education and to clarify attendance regulations at our school, the following regulations shall be observed by all students attending LOSH.

### XXXI. DISCIPLINE POLICY

#### a. Classrooms

Teachers will establish rules concerning general student behavior in their own classrooms that will contribute to positive learning experiences. Deliberate disobedience, cheating, lack of courtesy, incomplete homework, violation of any of the behavioral guidelines, tardiness, or other offenses will be handled according to the school's disciplinary procedures.

#### b. The Pink Card

A child receives PINK card when these standards are fouled: The parents checking the child's bag and seeing the card is thereby made to visit the disciplinary office for conference.

During such conference, situations are reviewed and counsels are offered to mitigate the stance. Recurrent or unusual situations such as major violations, will be referred to the administrator. At this time, the student has entered Cycle 2 and possibly Cycle 3 depending upon the severity of the situation.

Examples of major violations include insubordination (refusal to comply with reasonable requests of school personnel or disrespect to school personnel); willful destruction defacement of school or private property; use of profane or obscene language or actions; truancy; theft; use or sale or possession of drugs, alcohol or tobacco products; possession or use of fireworks or explosives; inciting and/or contributing to the disruption of the school program; forgery; endangering the health or safety of others; and behavior in action and word that occurs on or off campus that is antagonistic to the basic goals and objectives of the school. Penalties for such violations, depending on their severity and frequency, include denial of certain privileges, suspension, probation or expulsion from school.

#### c. Detention

Detention is a special time after school set aside for those having a problem with classroom rules. Students will be given at least one day's notice. Arrangements will be made with the teacher. Missing a detention will cause it to double. A detention will take priority over a student's extra-curricular or SOCCER schedule.

#### d. Probation

Probation gives a student an opportunity to correct a problem. If he does not improve to a satisfactory level, he will be expelled or asked to withdraw from school. The problems for which a student would be placed on probation are:

- Academic (see Academic Section of Handbook)
- Attitude--a rebellious spirit which is unchanged after much effort by the teachers or a continued negative attitude and wrong influence upon other students.
- Disciplinary - continued deliberate disobedience to a teacher or of school rules or committing a serious breach of conduct inside or outside of school which has an adverse effect upon the school's testimony.

e. Application of Probation

- First: A conference is held including the parent(s), teacher(s) and administrator to give notification and explanation of the probation.
- Second: A letter explaining probation and making suggestions for parental action is sent to the parents after or during the meeting.

f. Limitations of Activities

A student on probation may not participate in extra-curricular activities and will relinquish all positions of trust and responsibility while on probation.

g. Length of Probation

Probation is for nine weeks. It begins immediately after the conference. If the problem deteriorates to a great extent, the probationary period will come to an end ahead of time and expulsion will take place.

h. Evaluation at the End of the Probationary Period

- A student is removed from probation and restored to full status upon the recommendation of his teacher(s) and the decision of the school administrator if satisfactory progress is seen. Parents will be notified at a conference.
- If the administrator, teacher(s), and board do not feel that sufficient improvement has been made, the student will be expelled.
- Parents have the opportunity to share relevant information affecting the decision at any point of the procedure.

i. Suspension

Suspension is a period of time during which the student is not allowed to attend classes or any extra-curricular activities due to a major violation of the behavior code.

➤ In-School Suspension

The student comes to school but works on a specific project in the office for the day. Accumulation of five detentions during a quarter requires a one-day “in-school” suspension. No credit is given for class work missed, but class work is still required to be completed.

➤ Out-of-School Suspension

For more serious violations, the length will be determined by the administrator.

All other particulars listed under probation also apply to suspension.

j. Expulsion

Students will be expelled from the school when the parents will not cooperate with the school or when probationary conduct deteriorates to a new low point. See also the “Major Violation” Section.

k. Re-admission to School after Expulsion

Once a student is expelled, he may not re-apply for admission for the remainder of the school year. Re-application will be at the discretion of the administrator. At that point the student will go through the same channels as a new student; however, he re-enters the school under a

probationary status which is defined to both the student and the parents at a conference and in a written format.

#### 1. Respect

A student at LOSH will show respect at all times for God, His Word, and prayer. He should display this respect in chapel services, specifically, through reverence and an absence of talking. A student will also show respect for authority. Each student is expected to cooperate fully with the administration, faculty, and staff, and observe all regulations set by the school. Any disrespect for authority shown by attitude, actions, or words, will result in disciplinary actions.

### XXXII. CODE OF CONDUCT

One necessity of life is control. Every area of life has it. The Christian life is one of control - not merely self-control, but CHRIST-CONTROL.

True joy is found in submitting to Him and taking His “yoke” (Matthew 11:23-30). It is by outward control that we learn self-control. By submitting to the authority of the home, school, and church, we learn to yield to Christ. Each student’s conduct should be brought into harmony with the principles of God’s Word.

Christian conduct is expected of students at all times (both on and off campus). Remember, you are representing the Lord and LOSH Christian School and its standards throughout your day.

It is not our attempt to provide a long list of items, which the student cannot do, however, several areas demand attention:

- a. Use of vulgar language and practices, which would be detrimental to a Christian’s character and body, such as use of tobacco, alcohol, or illegal drugs is not permitted. Use or possession of these will subject the student to immediate suspension and are grounds for dismissal.
- b. Exposure to movies, music, television, phones, internet, Facebook, other social media sites, and literature should be carefully chosen and should be supervised by the parents in accordance with Phil.4:8.

In fact, LOSH recommends to all parents to firmly observe the Monday, Tuesday, Wednesday and Thursdays’ schedule for no television and movies.

### XXXIII. SOCIAL CONDUCT FOR SCHOOL & EXTRA-CURRICULAR ACTIVITIES

Our present society has moved away from godly standards, which have controlled the relationships between men and women in the past. The natural desires of man are being allowed to run their course with a minimum of control. People in the world today criticize high standards as being “old-fashioned” or “unnecessary in our day,” especially regarding associations between boys and girls. The cry that “everyone is doing it” does not provide reason that it is right.

In view of the fact that even Christians are plagued by moral problems and loose relationships which cater to the desires of the flesh, LOSH Christian School seeks to discourage excessive attention to one person during school hours. That also detracts from a student’s main purpose for being at LOSH Christian School.

Wholesome, God-glorifying relationships, however, are encouraged. Our aim is not to squelch good boy-girl relationships, but rather to maintain conduct, which is within the bounds of good taste, and regard for the conscience of those around us.

The following policies have been established to encourage proper conduct with the opposite sex:

- a. Students should refrain from bodily contact that is generally associated with the “boyfriend/girlfriend” relationship.
- b. LOSH Christian reserves the right to advise and/or discipline the student with regard to any relationship which:
  - i. violates item 1;
  - ii. is not conducive to Christian growth;
  - iii. is affecting the academic performance of the student. (This applies to all regulations concerning appearance and conduct.)
- c. Any involvement with sexual activity will result in immediate expulsion.
- d. AM I MY BROTHER’S KEEPER?  
 The Biblical answer to this question is “YES!” For example, we are warned that we should discipline our own actions so we do not cause others to stumble. We are called to follow the example of Christ and to be SERVANTS OF ONE ANOTHER (John 13:1-16; Philippians 2:1.)
- e. We need to express love through encouragement and sympathy, especially when the other person is “down.” We ought to help others solve their problems and go out of our way to give friendship, particularly to the lonely.
- f. We are not to be gossipers or to be destructive with our tongues (Colossians 3:8). We can badly hurt others (or be hurt ourselves!) by criticism and tale-bearing. Even as our standards for music, dress and social relations are obviously out of step with society. Christian concern for others is even more radical--and one in which we all need more of God’s grace!
- g. We also have much to learn about our response to the wrongdoing of others. There are times when it is necessary to “report” someone (i.e., when someone or something is in danger). There are many times, though, when we see or hear wrongdoing by others and it is definitely not right to “squeal”. In Matthew 18:15-17, we are told that we ought to go to the offender, after making our own hearts right before God, and help him get things straightened out. This takes strong courage but God will honor it! If, after going to the offender, there is no response, we are told to go again and to take others with us. Since we have twice gone to the offender, there is no question of “squealing”. If we do not follow through on our responsibilities, we could hurt our brother by allowing him to get deeper into sin, to hurt others, and to hurt our way of life at the school.

#### XXXIV. Computer Network & Internet Access: Acceptable Use Policy Purpose

To let the peace of Jesus Christ rule in your hearts, since as members of one body you were called to peace. And be thankful. Let the word of Jesus Christ dwell in you richly as you teach and admonish one another with all wisdom, and as you sing psalms, hymns and spiritual songs with gratitude in your hearts to God. And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus Christ, giving thanks to God the Father through him – (Colossians 3:15-17.) Provision of advanced technologies and internet access are consistent with LOSH Christian School’s stated goal: The primary goal of LOSH Christian School is to train students spiritually. It is our desire to be the extension of the Biblical and educational training begun in a Christian home. To obtain this purpose we have the following objectives: LOSH Christian

School seeks to encourage its students to reach their highest 1) spiritual, 2) intellectual, 3) social, 4) cultural, and 5) physical potential. We seek to present the truth about God, life and the world. This policy is intended to set the frame work for ensuring these tools are used to advance our Primary Goal. The primary purpose of the computer network is educational. The network serves as a resource for enriching teaching and learning objectives at LOSH Christian School.

Approved uses of computers and the computer network are intended to enhance the established curriculum. Users are responsible for ensuring that their activities conform to LOSH's standards as an institution of Christian education, in obedience to Biblical teachings.

The network is not for any private, commercial or business, or political use.

a. Network Usage Fee

Network usage fee is USD\$25.00 per secondary student. Each student needs to provide a personal jump drive to download files for use at home.

b. Internet Filtering and Supervised Use

Be very careful, then, how you live - not as unwise but as wise, making the most of every opportunity, because the days are evil. Therefore, do not be foolish, but understand what he Lord's will is – (Ephesians 5:15-17.)

LOSH Christian School will employ filtering technology in an attempt to prevent intentional or unintentional access to inappropriate internet content. In addition, LOSH Christian School will oversee Internet access through adult supervision. Even though LOSH Christian School may use technical means to limit student internet access and provide supervision, these limits do not ensure a foolproof means for enforcing the provisions of this acceptable use policy.

c. Responsibilities of Parents and Guardians

Children, obey your parents in the Lord, for this is right. Honor your father and mother - which is the first commandment with a promise - "that it may go well with you and that you may enjoy long life on the earth" - (Ephesian 6:1-3.) Good internet habits are learned. They are not intuitive. Our stewardship of the internet at school should be reinforced with good habits at home. We encourage parents to establish rules for internet use at home consistent with rules at school.

d. Passwords

If a password is assigned to a student, that password should remain secure. Passwords should not be shared or transferred. All users of the network will be held accountable for their use of the computer, including any use of a computer by someone using their password.

e. Privilege

"But if you fail to do this, you will be sinning against the Lord; and you may be sure that your in will find you out" – (Numbers 32:23.) All use of the computer network is a privilege and not a right. Administration has the right to access your computer at any time. All users assume responsibility - personal, legal, financial, and otherwise - for their actions while using the computer network and while accessing internet content over the school network.

Inappropriate use can result in cancellation or restriction of access privileges, in addition to disciplinary or possible legal action. All students and parents must sign and return a User

Agreement and Parent Consent Form, which will indicate agreement with this Acceptable Use Policy.

f. Acceptable Activities

“Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable - if anything is excellent or praiseworthy--think about such things” – (Philippians 4:8.)

Students are responsible for appropriate behavior when using the Internet just as they are in a classroom or hallway. Students are expected to abide by the following rules of network etiquette: Students are responsible for appropriate behavior when using computers and the internet.

- Treat computers and other technical equipment with respect.
- Abide by all copyright laws.
- Report accidentally accessed unacceptable materials or an unacceptable Internet site.

g. Unacceptable Activities

Therefore, my dear friends, as you have always obeyed - not only in my presence, but now much more in my absence - continue to work out your salvation with fear and trembling, for it is God who works in you to will and to act according to his good purpose – (Philippians 2:12-13.)

- Involvement in any activity prohibited by law.
- Transfer or storage of large files without permission.
- Attempting to establish a commercial venture on the network.
- Involvement with online games or gambling.
- Storing and/or transferring obscene, pornographic, or sexually explicit materials.
- Transferring “chain” type letters.
- Sharing passwords.
- Leaving a computer open or unattended without approval.
- Accessing any area of the school network or any other networks without permission.
- Interfering with normal and proper network operations.
- Interfering with normal and proper Internet access/operations.
- Refusal to grant access to files or directories used; regardless of their actual location (this includes personal email accounts, if used at school during school hours).
- Accessing computer files of other students or staff.
- Copying protected software without authorization or permission.
- Loading software of any kind without approval and permission.
- Conduct on the Internet or over the network that is harmful, harassing, or otherwise offensive to others.
- Abuse or damage to computer equipment or software, especially if due to direct violation of these rules.
- Downloading any file for any reason without specific approval from the system administrator or teaching personnel.
- Using the network or internet access for personal or entertainment purposes without approval or permission.

h. Personal Computers

The use of personal computers on the computer network is prohibited without proper authorization from the network administrator. You may not bring your own computer from home.

i. Professional Liability

The administrator and teaching staff at the school are not responsible for the actions or activities of students while using the computer network. While students will be supervised while using the network, it is impossible for the system administrator or teaching personnel to control or supervise the activities of every student at all times.

j. Policy Changes

Interpretation, Application, and Modification of this Computer Network & Internet Access:

Acceptable Use Policy is within the sole authority and discretion of LOSH Christian School. Any issues concerning these policies and regulations should be directed to the administrator at the school office.

k. User Agreement and Parent Consent Form

As a user of the LOSH Christian School computer network, I hereby agree to comply with the Computer Network & Internet Access: Acceptable Use Policy, while honoring all relevant laws and restrictions.

Student Name

\_\_\_\_\_  
(Print)

Student Signature

\_\_\_\_\_  
As the parent or legal guardian of the minor student signing above, I grant permission for my son or daughter to access networked computer services such as electronic mail and the internet. I have read the Computer Network and Internet Access: Acceptable Use Policy. I understand that some materials on the internet may be objectionable, but I accept responsibility for guidance of internet use setting and conveying standards for my daughter or son to follow when selecting, sharing or exploring information and media.

Parent Signature/Date

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
(Print)

## XXXV. ACTIVITIES

### a. SOCCERS

At LOSH, SOCCER are designed to play a vital role in the development of one's physical body, character, and spiritual nature. It is hoped that as many students as possible will be involved with a team. As a Christian school, it is hoped that our students will set a higher standard in behavior, dress, competition and attitude. We are being watched by the community. They want to see if there is anything different in the way we act and in the way we play. We belong to Jesus Christ; thus, we are commanded to be His ambassadors and to do all things in His name.

This applies to "fans in the stands" as well. Let your parents know they are being watched, also. The school authority wants to see how the fans will react to bad officiating or poor sportsmanship by a player on the other team. We must guard against anything that would bring disparagement upon the name of Christ. Our adversary would do anything to cause the name of Christ to be brought under criticism. We desire to show forth Christ to the community through us.

a. Eligibility

Students must have passing grades in all subjects and a "C" average overall to be eligible for SOCCERs. If a student's academic performance falls below these standards, he/she will be declared ineligible from games for a period of one week. Grades must be submitted at the end of each school week to determine eligibility for the following week. Ineligibility starts on the following Monday and runs through the following Sunday. Those dates will be listed on the school schedule. The first week of ineligibility will result in removal from games. The second week of ineligibility will result in the removal from games and practices for one week. Three weeks of ineligibility, whether consecutive or not, during the course of a full sports season will result in the SPORTSPERSON being removed from the team for the rest of the season. (Eligibility will start after a three week grace period at the beginning of each semester.)

b. Awards

At the sports' banquets, awards will be given both for performance and for character for any other information, please see the SOCCER handbook at the back of the handbook.

c. SMALL GROUPS

Small groups are led by appointed leaders to take the role of leadership to the high school and junior high students. This will be a time of mentoring and discipleship to the needs of each of the LOSH students. These students will be supervised by their teachers. All materials or curriculum given out will need prior approval from the administrator.

## MISCELLANEOUS

a. FIRST AID

The school is equipped to handle minor problems. If a student becomes ill, parents will be contacted to make arrangements to pick up the child.

b. MEDICATION

When medication is necessary in order for a student to remain in school, a medication request form signed by the family physician and parent must accompany the prescription medication or treatment to be administered by school personnel. Over the counter medication may be administered when a medication request form has been signed by the parent. All medication must be checked into school office.

We cannot supply aspirin or other medication.

c. HEALTH RECORDS AND IMMUNIZATIONS



Each new student must have verification submitted to the school that all required immunizations are up-to-date. This must be on file with the school within 15 days of initial enrollment.

d. LOCKERS

No student should ever enter another student's locker. Lockers are inspected periodically. They must be kept clean and neat. Nothing may be posted on the outside of the lockers and anything posted inside must be morally and ethically acceptable to the administrator. Food, other than sack lunches, is not to be kept in the lockers. The administration reserves the right to check the lockers at any time. The student(s) occupying the locker is (are) responsible for any damage done to the locker.

e. No students are permitted in the parking area or cars during school hours or lunch hour without permission.

f. Students will respect the property rights of the school's neighbors.

g. PUBLIC BUSES

Bus service can be provided by the LOSH Transit Authority (LTA) at no cost to you. If you desire to use the LTA buses, please call the school office and we will give you more information. Students that use the public buses are reminded that they are to be a positive testimony at all times while on the bus.

h. VISITORS

Visitors are welcome at LOSH. The student making the visitor's request should take the responsibility of acquainting the visitor with our standards of dress and conduct. Prior approval (one day) must be obtained.

Parents wishing to visit classes are certainly welcome, but please contact the school office in advance.

i. GUIDANCE AND COUNSELING

Students should feel free to request an appointment with the Counselors to assist them in academic or personal problems.

Testing, as well as interpretation and evaluation of test scores are available to all students.

**THE SPECIAL ELEMENTARY TEST IS TAKEN AT THE END OF EACH LAST SEMESTER.**

j. Home school families may have their children tested at LOSH for a fee.  
TELEPHONE USE.

All school telephones are designed for school use. If it is essential that you call home, you must obtain permission from school personnel and make that call from the office. Teachers and students should not be called during school hours unless there is an emergency.

k. LOST AND FOUND

Lost and Found is located in the office.

l. ELECTRONICS

All electronics that are non-school issued need to be turned in to the office or left in your vehicle. Students should not bring radios, tape recorders, TV's, CD players, electronic games, MP3, iPod's, ear buds/headphones, playing cards or anything, which would detract from the educational atmosphere to school except with prior permission of the administration.

m. CELL PHONE

Cell phones shall be set to silent and checked in at the office upon arrival at school. Students are not allowed to use these during the day. The owner may pick up phones at the end of the day.

n. LUNCH PERIOD

- All food is to be eaten in the lunchroom.
- Each student is to clean up his/her area when finishing lunch.
- Courtesy and good manners should be in evidence at all times.
- All trash is to be placed in trash containers.

‘Students are expected to remain in the commons unless working in a classroom or on business in the office.

‘Each student will be placed on a cleaning schedule. They will be expected to assist their partner with clean-up duties during their assigned week. They will be expected to be back to class on time. No open lunch if on clean up duty.

o. BEFORE & AFTER SCHOOL

Upon entering the building, students will report directly to the Commons Area until the teacher on duty dismisses them at 7:55 a.m. All students are asked to leave promptly at the end of the day unless there are practices.

p. GUM AND FOOD

Students are not to chew gum anywhere in the school building. No food or drink is to leave the commons; it is to be eaten there. No food or drink is allowed in the classrooms except for pre-approved special occasions. Water bottles with lids may be taken into the classroom upon approval from the teacher. These offenses are subject to detention.

q. OFF LIMITS

The entire building is off limits on the weekend or other days off unless school personnel are present for supervision. The personnel would then be responsible for shutting off all the light and securing the building afterwards.

r. CARE OF PROPERTY

LOSH Christian School belongs to God. The way the property is maintained and cared for is important in affecting the Christian testimony of the school and its students. Willful damage, defacing to or destruction of school property will not be tolerated. All damage must, of course, be paid for, whether willful or accidental.

s. LIBRARY

A growing library is part of our school and much work has gone into making it a valuable addition to our program. We must use and not abuse it. Every activity at the library will be supervised by the librarian.

‘Books are checked out at the circulation desk.

‘Reference books may not leave the library at any time.

Students who abuse their library privileges will be restricted from the use of the library. Home school families may use the library.

t. CHURCH ATTENDANCE

Believing that our role at LOSH is to assist the home and the church in the task of training young people, we feel that it is of utmost importance for all of our students, with their families, to be in regular attendance at their church. We do not feel that we are working in harmony with the home if the family is not active in its local church.

u. FIRE DRILLS

State law requires periodic fire drills. At the sounding of the fire alarm system, each student should leave his room and walk, single file, to the designated place as outlined by the plan for that room. All doors and windows should be closed. Silence must prevail during the entire procedure. Students are to stay together in their particular area outside with the teacher. I will call

will be taken, and a report sent to the principal. Students are to remain in their group until dismissed by their teacher.

v. STORM WATCHES AND WARNINGS

- Should a STORM warning be issued, no student will be dismissed from school unless under the supervision of that child's parent.
- If a STORM watch is in effect at the close of school there will be no after school activities. All students will depart for home at the completion of the school day.
- Parents may pick up students at their discretion under the STORM watch or warning.

Note: This applies to any similar thing such as flood, and/or uproar.

## SOCCKER Handbook PHILOSOPHY

1 Corinthians 10:31 "...whatsoever ye do, do all to the glory of God."

The SOCCER program of LOSH Christian School is an integral part of our Christian education program. Our primary goal is to uphold the reputation of Jesus Christ. We want to provide a quality SOCCER program in a Christian atmosphere.

1. General Goals:

- a. To reflect Jesus Christ in all areas of participation. (Colossians 3:17)
- b. To present one's abilities to the Lord as if He were the only spectator. (Romans 12:1-2)
- c. To assist each individual in achieving his or her maximum potential in the development of a strong, healthy body and an alert\*mind.
- d. To place the great emphasis upon instilling the "will to win" rather than a "win at any cost" concept.
- e. To display good sportsmanship and conduct in winning or losing. To have a well-rounded program in which every student will have an opportunity to participate.
- f. To keep the fun in SOCCERs.
- g. To have fellowship with other schools.
- h. To teach students how to mutually respect one another's gifts, abilities and talents. To prepare students for adult life by teaching and instilling discipline, responsibility and character.
- i. To always maintain team unity by developing a responsibility to the team and the role and value of each member to the overall success and accomplishment of the team.

2. SOCCER FEE

The SOCCER fee for each student who desires to participate in the sports program at LOSH Christian School is student per sport. All fees must be paid in full before uniforms will be issued. If you are unable to pay the fee prior to receiving your uniform please talk to the office. This fee helps cover the cost of team uniforms, gym rental, and catastrophic insurance, league and tournament entry fees, and transportation to and from away games.

### 3. SPECTATORS

We hope and expect that all spectators would fully support the SOCCER philosophy of LOSH.

Therefore, we trust that they will always respond in an encouraging, supportive way, which will bring glory to God rather than hinder the cause of Christ.

### 4. PHYSICALS

Each player must have a physical examination on record in the school office before he or she will be permitted to participate in practices or games.

### 5. PRACTICE/PARTICIPATION

Each coach will provide information concerning the particular procedures for his or her sport. Games and practices will be on a scheduled basis allowing for continuity in training and family arrangements.

Commitment is of utmost importance, especially in the area of team practices. Therefore, each player is required to attend ALL practices and games.

A sportsperson will not be able to participate in any practice or game if he/she is absent from school the last half of the school day of the event. With the exception of a scheduled appointment.

### 6. ELIGIBILITY

SOCCERs is considered an integral part of our curriculum. However, participation must never preempt or detract from the total learning experience. Each student must give priority to Godly attitudes and living rather than to mere physical achievement. We see in Psalm 147:10

11 that physical achievement has little significance to the Lord. "He takes pleasure in those that fear Him, who put their hope in his unfailing love." Therefore, if a student demonstrates through attitude or behavior any noncompliance with the SOCCER philosophy or school code of conduct, he or she can be declared ineligible for a specified time.

Also, students must have passing grades in all subjects and a "C" average overall to be eligible for SOCCERs. If a student's academic performance falls below these standards, he/she will be declared ineligible from games for a period of one week. Grades must be submitted at the end of each school week to determine eligibility for the following week. Ineligibility starts on the following Monday and runs through the following Sunday. Those dates will be listed on the school schedule. The first week of ineligibility will result in removal from games. The second week of ineligibility will result in the removal from games and practices for one week. Three weeks of ineligibility, whether consecutive or not, during the course of a full sports season will result in the SPORTSPERSON being removed from the team for the rest of the season. (Eligibility will start after a three week grace period at the beginning of each semester.)

### 7. TRANSPORTATION

The school office personnel will organize transportation to and from games. All players will be organized in vehicles by the office or coaches. If space permits other students may ride with the team on a first come, first serve basis. All team members and coaches will be required to use school transportation to the game. Anyone wishing to ride home with his or her own parents may do so only after informing SOCCER director, coach and/or driver. Anyone wishing to ride home with someone other than his or her own parents must have permission from his or her own parents.

Students will be assigned seating while traveling to games. Boys and girls will be separated by front and back of the vehicles (if boys and girls must travel together). Students must turn in cell phones to their coach before traveling to the games. Cell phones will be handed back out to students when we are closed to home to let parents know how much time until they arrive at LOSH.

#### 8. FOOD

The distance of most away games is too great to go without food until the players return home. Therefore, proper arrangements will be made in advance of such games and parents will be notified as to how to make provisions for a meal for their son or daughter. If a stop at a fast-food restaurant is planned, parents may overrule that decision and send a long a sack lunch at their own discretion.

#### 9. DRESS

Our desire is to look sharp in order to be a proper reflection of the Lord. Male players will wear a dress shirt, dress pants, and dress shoes. Female players will wear a dress, skirt and blouse, or dress slack and blouse. Players are to wear the attire above unless the coach assigns a different dress for that particular game day. All dress must be in line with the student handbook dress code.

The above regulations will be adhered to on the day of a game while at school and in route to the game. Casual dress may be worn after the game on the trip home.

Practice Dress:

No half shirts will be allowed and shirts must have a sleeve. The short length must be at 1 east 5" above the top of the knee. No undergarments can be showing.

#### 10. SOCCER AWARDS

##### a. LOSH Award

SPORTSPERSON who best exemplifies Christ with his actions, conduct, and attitude in games and practices and in his daily life. This SPORTSPERSON is the team's representative for this award. It includes performance, but their relationship with the Lord and their living for the Lord is the primary consideration.

##### b. Most Inspirational

Presented to the player whose attitude, hard work, enthusiasm and encouragement, caused other players to want to do a good job. This is a player that has a positive attitude and did everything he could to be an encouragement and help to his teammates.

##### c. Character Award

Given at the coach's discretion to the sportsperson or sportspersons that have displayed specific character qualities throughout the season. This will include qualities such as dependability, initiative, endurance, humility, diligence, joyfulness, etc.