



# BAYSHORE CHRISTIAN SCHOOL

*Christian, Classical, Life Preparatory*

## ***LOGIC AND RHETORIC SCHOOL PARENT & STUDENT HANDBOOK***

*“I pray that you, being rooted and grounded in love, may have strength to comprehend with all the saints, how wide and long and high and deep is the love of Christ.”*

Ephesians 3:17b-19

**2019-2020**

# THE BAYSHORE CHRISTIAN SCHOOL CONFESSION

*We go to Bayshore Christian School, a Kingdom academy. We exalt the name of Jesus. We recognize His presence here. We believe in God the Father, God the Son, and God the Holy Spirit. We believe the Bible to be God's holy word, to be complete truth, a guide to our feet. I am created in the image of God to glorify Him and worship Him forever. God calls me to love and serve the Lord Jesus Christ – to listen and obey, to listen and obey the first time, not the second time or the third time, but the first time; to use words with kindness; to respect God's creation and all authority; to not seek harm against another; to love and encourage others; and to serve my community. I will set my mind on whatever is true, whatever is pure, whatever is lovely, and whatever is good. I will seek to be content in whatever circumstances I am, for God is my treasure, and I can do all things through Christ who gives me strength. We will display a crown of beauty instead of ashes; the oil of gladness instead of mourning; a garment of praise instead of a spirit of despair. We will be called oaks of righteousness, a planting of the Lord for the display of His Splendor.*

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# PURPOSE, MISSION AND EDUCATIONAL PHILOSOPHY

## THE BAYSHORE CHRISTIAN SCHOOL PURPOSE STATEMENT

Bayshore Christian School exists to glorify God by equipping students to fulfill their lifelong calling as we educate them with an academically excellent classical Christian curriculum.

## THE BAYSHORE CHRISTIAN SCHOOL MISSION STATEMENT

Our mission is to graduate students with a Biblical worldview who will inspire, impact, and serve their communities. Our students will be critical thinkers who are academically and spiritually prepared for college and their life's calling. They will be defenders of the Christian faith and able to exquisitely articulate that defense. They will be lovers of whatsoever things are true, honest, just, pure, lovely, and virtuous.

We aim to find our students well prepared in all situations, possessing both information and the knowledge of how to use it. We desire that they be socially graceful and spiritually gracious; equipped with and understanding the tools of learning; desiring to grow in understanding, yet fully realizing the limitations and foolishness of the wisdom of this world.

We desire that they have a heart for the lost and the courage to seek to dissuade those who are stumbling towards destruction; that they distinguish real religion from religion in form only; and that they possess the former, knowing and loving the Lord Jesus Christ. And all these we desire them to possess with humility and gratitude to God.

## WHAT DO WE MEAN BY CLASSICAL AND CHRISTIAN?

Andrew Kern, the director of the CIRCE Institute, gives the following definitions:

**Education is the cultivation of wisdom and virtue, and it is accomplished by nourishing the soul on truth, goodness, and beauty.**

**Classical education has always practiced two basic modes of instruction: the didactic and the Socratic, which can be loosely aligned with induction and deduction.**

**Christian thought fulfilled education when it recognized its ultimate purpose: to know and glorify God and to enjoy Him forever.**

“Christian” refers to our belief that God is the God of all truth and that no education takes place in a moral vacuum. The education that we are delivering at Bayshore is Christ-centered and keenly aware of the sovereignty of God over all subjects such as math, science, history, languages, arts, P.E., etc. Our goal is to see our children develop the tools of learning so that they will be equipped to intelligently and articulately impact their world from a Christian perspective.

Classical and Christian education can be defined as follows:

**Classical Christian Education is the cultivation of  
wisdom, virtue, and the love of learning,  
by nourishing the soul on truth, goodness, and beauty,  
on the foundation of the classical liberal arts and the Word of God,  
and to the end that, in Christ, the student is better able to know, love,  
glorify, and enjoy God.**

## STATEMENT OF FAITH

Bayshore Christian School is a ministry of and under the authority of Eastern Shore Presbyterian Church (PCA). BCS uses the *Westminster Confession of Faith* as the summary of what we believe the Bible teaches and it guides our approach to Christian education. Secondary or divisive doctrines and issues will not be presented as primary doctrine. When secondary doctrines arise, students will be referred back to the family and local churches for final authority. We seek to promote “unity in essentials” (primary doctrine), “liberty in non-essentials” (secondary doctrine) and “in all things charity” (Christian love toward others). The following Statement of Faith is the foundation of beliefs on which Bayshore Christian School is based and will constitute the substance of what is considered primary doctrine.

1. We believe the Bible is the written word of God, inspired by the Holy Spirit and without error in the original manuscripts. The Bible is the revelation of God's truth and is infallible and authoritative in all matters of faith and practice.
2. We believe in the Holy Trinity. There is one God, who exists eternally in three persons: the Father, the Son, and the Holy Spirit.
3. We believe that all are sinners and totally unable to save themselves from God's displeasure, except by His mercy.
4. We believe that eternal life is received by grace alone, through faith alone, in Christ alone.
5. We believe that Jesus Christ is the eternal Son of God, who through His perfect life and sacrificial death atoned for the sins of all who will trust in Him, alone, for salvation.
6. We believe in the absolute sovereignty of God and that He ordains whatever comes to pass; we also believe that man is completely responsible before this holy and sovereign God.
7. We believe that God is gracious and faithful to His people not simply as individuals but as families in successive generations according to His Covenant promises.
8. We believe that grace alone opens our hearts to respond to the gospel for forgiveness of sins and eternal life; we also believe that grace working in us motivates and enables us to live transformed lives.
9. We believe that Jesus will return, bodily and visibly, to judge all mankind and to receive His people to Himself. All true believers will be resurrected at the final judgment and will live eternally on the New or Renewed Earth, the New Jerusalem. All unbelievers will face eternal judgment, separated by God forever because they refused to place their hope in the finished work of Jesus Christ.
10. We believe that all aspects of our lives are to be lived to the glory of God under the Lordship of Jesus Christ.

The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Bayshore Christian School's faith, doctrine, practice, policy, and discipline, the Session of Eastern Shore Presbyterian Church, in agreement with the Westminster Confession of Faith, is Bayshore Christian School's final interpretive authority on the Bible's meaning and application.

## SECONDARY DOCTRINE POLICY

**Objective:** To establish the limits of doctrinal teaching at Bayshore Christian School.

**Scope:** This policy applies to all Bayshore Christian School teachers in their capacity as teachers at Bayshore.

**Definitions:**

Secondary doctrine: Doctrinal issues, which are not addressed in the Bayshore Christian School Statement of Faith.

**Guidelines:**

1. Classroom discussion of secondary doctrine should be on an informative, non-partisan level.
2. Presentation of all sides of an issue is encouraged.
3. The teacher should encourage the students to follow up any questions they have with their parents and pastor.

## REVERENCE POLICY

**Objective:** To ensure that God's name, character, and truth are honored and respected at Bayshore Christian School.

**Scope:** This policy applies to the entire program of Bayshore Christian School.

**Guidelines:**

1. In all areas of instruction, proper respect and consideration of God's character will be given. Specifically, class songs, skits, stories, and discussions that include references to the name and attributes of the Lord must be consistent with biblical principles.
2. Things to avoid include:
  - a. Silly or trite references to Jesus Christ and His work on the cross.
  - b. Implying, directly or indirectly, that all the students are Christians.
  - c. Emphasis on good feelings or works, vs. humble obedience and grace.

## MARRIAGE POLICY

**Objective:** To ensure that God's Word is honored and respected at Bayshore Christian School in reference to holy matrimony between one man and one woman.

**Scope:** This policy applies to the entire program of Bayshore Christian School.

**Guidelines:**

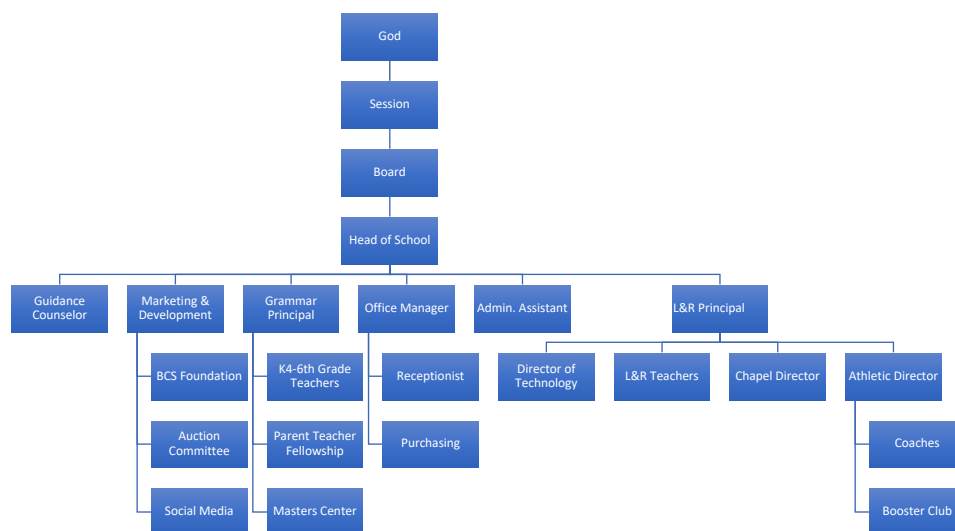
1. In all areas of employment, admissions, and instruction marriage will be defined as the union between one man with one woman as prescribed in the biblical account of the first man, Adam, and the first woman, Eve.
2. We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27.) Rejection of one's biological sex is a rejection of the image of God within that person.
3. We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen 2:18-25.) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor

6:18; 7:2-5; Heb. 13:4.) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

4. We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt. 15:18-20; 1 Cor 6:9-10.)
5. We believe that in order to preserve the function and integrity of Bayshore Christian School as the local Body of Christ, and to provide a biblical role model to the students, parents, families, staff, faculty, Board, other people connected with the School and the local community, it is imperative that all persons employed Bayshore Christian School in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22)
6. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom 10:9-10; 1 Cor. 6:9-11.) We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31; Luke 6:31) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Bayshore Christian School.
7. The Head of School will make final decisions concerning student application approval and personnel employment.

# ORGANIZATIONAL STRUCTURE OF BCS

Bayshore Christian School exists for the glory of God and due to creation, constitution, and joyful consent functions under the lordship of Jesus Christ. As a ministry of Eastern Shore Presbyterian Church the school is under the authority of the session of the church and its delegated authority which resides in the Bayshore Christian School Board to whom the administrative head of the school, the BCS Head of School, answers.



## BAYSHORE CHRISTIAN SCHOOL FOUNDATION

The Bayshore Christian School Foundation was established to support the ministry of Bayshore Christian School and to provide the necessary resources to sustain and accelerate our ability to provide excellence in classical Christian education at BCS while limiting tuition increases.

Simply put, to provide the quality of education to which we believe we are called requires those who are willing and able to contribute to the BCS Foundation to do so. Because tuition income alone covers only the actual cost of educating each child, additional quality programs and advancement must be made up through the generous giving of those committed to the school, its mission, and the families it seeks to serve. The alternative, to have significant tuition increases, would dramatically limit those who could afford the school and/or severely limit our efforts to retain quality teachers and our current program offerings.

Furthermore, as other schools often look to their alumni base for support, Bayshore Christian School's short history significantly limits this potential. Please know that there is a direct correlation between your gifts to the foundation and our ability to realize our dreams for this school and its families in a timely manner. While giving to the Bayshore Christian School Foundation runs concurrent with the school's fiscal calendar (June 1 through May 30), in keeping with IRS policies receipts are mailed at the end of the calendar year.



# **ADMISSIONS PROCESS**

## **ADMISSIONS STATEMENT**

Bayshore Christian School welcomes students of any race, color, nationality and ethnic origin to all the rights, privileges, programs and activities generally made available to students at the school. We do not discriminate on any of these bases in the administration of our educational and admissions policies, scholarships, or athletics and other school-administered programs.

## **ADMISSION REQUIREMENTS**

### **Admission Requirements for entering Logic & Rhetoric Students:**

New students must meet the following criteria to be accepted into BCS:

1. To apply for admission to BCS, a new student must have documentation showing that they successfully completed the previous grade by a demonstrated proficiency in reading comprehension, math, and English grammar and composition. If the new student has taken any standardized tests, the student should have earned national scores of at least 50th percentile or higher in reading comprehension, math, and English grammar and composition.
2. All incoming students will be tested in the three critical areas of math, reading comprehension, and English writing skills, using the Bayshore Christian School Placement Tests to compare new student scores with their potential Bayshore Christian School grade-level peers.
3. Students must have completed the necessary prerequisite courses to enter the grade level for which they are applying. Provisional acceptance can be granted with approved plans for attaining the credit before the school year in question begins. (e.g. At BCS, students take Latin in the 7th-8th grade; therefore, entering eighth graders must have already successfully completed prerequisite Latin to be enrolled in the eighth-grade course. Therefore, an otherwise qualified student who applies for eighth grade may be provisionally accepted on the condition that he/she successfully complete a credit of Latin before the school year begins.)
4. Entering students will be interviewed in order to assess the student's academic motivation, spiritual maturity, and potential impact on the culture of the school.
5. Students must exhibit appropriate levels of behavior and maturity and parents must disclose any previous record of significant social, behavioral, or mental health issues. If evidence of nondisclosure occurs after acceptance the student could become subject to dismissal. BCS is not staffed to serve students with significant social, behavioral, or mental health issues.
6. A positive pastoral reference letter is required as BCS expects school families to be regular and active in a local church.

The results of the Placement Test will be combined with a new student's report card and any previous standardized testing scores to determine the best grade level at Bayshore Christian School for that student to enter. If the combined results are not satisfactory, the parents will be apprised of this and be encouraged to consider having their child retained at the previous grade. It should be noted that Bayshore Christian School's academic program tends to be challenging with varying degrees of difficulty for students coming into the program. Should a student have had academic difficulties in his previous program, the likelihood of compounding that difficulty would be great were he to be promoted to the next grade at Bayshore Christian School.

### **Admission Requirements for the Parents:**

1. Bayshore Christian School is a Covenant School requiring that at least one parent or legal guardian be a professing Christian and a member in good standing in a local, evangelical church based on 1 Corinthians Chapter 7. A positive pastoral reference is required.
2. The parents of students at Bayshore must have a clear understanding of the biblical and classical philosophy of Bayshore Christian School. This understanding includes a willingness to have their child exposed to the clear teaching of the school's Statement of Faith in various and frequent ways within the school's program.
3. The parents must be willing to cooperate with all the written policies of Bayshore Christian School. This is most important in the area of discipline and schoolwork standards, as well as active communication with the respective teacher(s) and administration. Parents will notify the school of their corporal discipline choices during the online enrollment process.
4. Parents must be willing to serve BCS in various ways, including active participation in the school's Parent Teacher Fellowship.
5. Parents must pay tuition and any other charges according to their signed financial agreement.
6. All incoming families will have a family interview with the Head of School.
7. All parents must agree with the biblical, traditional Judeo-Christian definition of marriage as being the union of one male and one female, free of gender change. In all areas of employment, admissions, and instruction marriage will be defined as the union of one man with one woman as prescribed in the biblical account of the first man, Adam, and the first woman, Eve.
8. The Head of School will make all final decisions concerning admissions and acceptance of applications.

### **ADMISSIONS APPLICATION AND ENROLLMENT PRIORITY**

1. On **January 1** Re-enrollment opens to CURRENT students ONLY.
2. On **February 1** Priority enrollment opens to sibling and staff family applicants. This enrollment will be offered to those on the paid waiting list from these groups first.
3. On **February 11** Priority enrollment opens to ESPC members and students from Classical Beginnings preschool who are not siblings. This enrollment will be offered to those on the paid waiting list from these groups first.
4. On **March 1** Public open enrollment begins. This enrollment will be offered to the paid public waiting list first.

Seats are limited; therefore, no applications will be accepted after a grade has filled. A waiting list is available for a fee of \$50. Those on the waiting list will receive an invitation to apply before enrollment opens on our website to the public; however, after the application opens to the public, seats are reserved in the order applications are received. Once an application and the application fee has been received, your child's seat is reserved in their requested grade level. Reserved seats will not be finalized until admissions testing and interviews are completed and approved, and the enrollment packet and fees have been received. If enrollment is not finalized, the reserved seat will be forfeited.

# EXCEPTIONAL NEEDS POLICY

## Definitions:

Severe Disability/Exceptionality: Any condition in a student which would require a separate classroom, program, or staff in order to provide the required educational services of Bayshore Christian School.

Mild Disability/Exceptionality: Any condition in a student which does not require a separate classroom, program, or staff in order to provide the required educational services of Bayshore Christian School.

Disabilities/Exceptionalities may include, but are not limited to: Learning Disabilities, Mental Retardation, Autism, Emotional or Behavioral Disabilities, Attention Deficit Disorder/Attention Deficit Hyperactivity Disorder, Gifted, or Physical Disabilities.

## Guidelines:

1. Children with a severe disability/exceptionality will not knowingly be admitted to Bayshore Christian School due to the lack of adequate staff, funding, and facilities. If it becomes apparent that a child has a severe disability/exceptionality the parents may be required, based on evaluation by teachers, Principal and Head of School, to withdraw the student in order to obtain proper assistance for the student.
2. Children with a mild disability/exceptionality will be required to meet the same academic standards as all the other children in their grade (Achieving 65% accuracy on submitted assignments and assessments).
3. Children with a mild disability/exceptionality will be given as much individual instruction and encouragement as their classmates.
4. Minor accommodations for children with mild disability/exceptionality may be made on a case by case basis as approved by the Head of School, with input from the child's teachers, in the following manner:
  - a. Such minor accommodations shall not cause disruption in the classroom and may not detract from the learning environment of the other students.
  - b. Such minor accommodations shall not necessitate appreciable time commitments from the teacher(s) outside of what is normally needed for students without mild disability/exceptionality.
  - c. The child with mild disability/exceptionality must be able to satisfactorily complete the work required by the curriculum within the reasonable time allowed.
  - d. Such minor accommodations shall not work to manifest a compromise of academic standards for the students as a whole.
  - e. All requests for minor accommodations must be made, in writing, by the parents or guardians of the child with mild disability/exceptionality to the L&R Principal. Requests for academic accommodations must be submitted in writing to the Principal by the licensed therapist who is providing academic therapy for the student with a diagnosed disability/exceptionality.
  - f. It is within the discretion of the Head of School, taking into account these factors and any other special circumstances given the situation presented whether to implement minor accommodations or not to implement accommodations.
  - g. If, after implementing minor accommodations in a particular situation, the Head of School determines that it is not in the best interest of the school and/or the child to continue, the Head of School will ask the parents to withdraw the student in order to obtain proper assistance for him/her.

## **EXCEPTIONAL NEEDS SERVICES**

BCS partners with several private sector service providers to help meet the mild disability and exceptional needs of BCS students. BCS teachers and/or Principals may recommend services to parents when special educational needs are suspected. When recommended, parents may choose to obtain academic assistance off-site or to contact a BCS approved on-site service provider. Such services may be provided on-site by Kids Kount, ReadWrite, and other approved professionals and therapists to BCS students for an additional fee and will provide:

- Academic support, enrichment, and study skills.
- Collaboration with parents, classroom teachers and other professionals, as needed.
- Support during or after the school day.

Parents should not assume that BCS will implement all recommended accommodations made by these groups, physicians, or therapists, but only those meeting the requirements listed in the BCS Exceptional Needs Policy and approved by the L&R Principal and Head of School.

## **HOMESCHOOL CONNECTION STUDENTS**

BCS welcomes homeschooled students to take Logic and Rhetoric level courses. This Homeschool Connection program invites homeschoolers who are in 7<sup>th</sup>-12<sup>th</sup> grades to participate in their choice of classes, field trips, school activities, and socials. It also requires adherence to all BCS policies and procedures. This program promotes the mutual goal and biblical mandate of parents educating their children. BCS will notify Homeschool Parents of space availability after June 15. Homeschool Connection students are held to the same standards of social and academic behavior as other BCS students. Homeschool Connection Students should check in and out through the office each class day. All Credits will be issued only for completed work and passing grades. Homeschool Connection co-op students attending 12<sup>th</sup> grade and taking at least four classes may participate in the graduation ceremony and will be assessed the Senior Fee. Exceptions with extenuating circumstances may be appealed to the L&R Principal. Co-op students are expected to arrive for the class on time and then leave when the class is over. Students may not remain at BCS when not in a scheduled class. Parents are asked to contact the school office if they are going to be late in picking up the co-op student.

### **CHANGING STUDENT STATUS**

Changing from a full-time student status to a Co-op student status is highly discouraged and should not be considered unless a student is experiencing academic failure. To transition to Co-op status could jeopardize a student's standing in the class and ability to graduate from BCS. Should a parent decide to change a student's status from full-time to CO-OP they will be responsible for payment of at least 50% of the student's tuition with the following schedule being used to determine tuition in such a scenario: Cost per co-op class + 50% of the cost per co-op class for each subject that will be dropped due to the change in status. In this situation parents may opt for two payments due at the beginning of each semester or to remain enrolled in FACTS.

### **TESTING FEE FOR HOMESCHOOL CONNECTION STUDENTS**

For new students, a \$100 testing fee is due with the submission of the application. This fee will be applied to the registration fee (upon acceptance to the school) and is non-refundable.

### **REGISTRATION FEE FOR HOMESCHOOL CONNECTION STUDENTS**

\$300 per child due at time of registration and is non-refundable even if student does not end up attending BCS. This fee covers the costs of registration, most curriculum, supplies, and some field trips and activities. This fee may not cover *all* the cost for all trips, and does not cover the full cost of any overnight trips; such trips may require supplemental fees. Such supplemental costs will be conveyed to parents prior to the trip.

### **TUITION FOR HOMESCHOOL CONNECTION STUDENTS**

Each year-long course is \$1000. This tuition may be paid in two installments of \$500, due at the beginning of each semester. Tuition will be paid directly through FACTS.

### **UNIFORM REQUIREMENTS FOR HOMESCHOOL CONNECTION STUDENTS**

All students participating in the Homeschool Connection classes will be required to adhere to the BCS Logic & Rhetoric dress code.

# **ENROLLMENT AND RE-ENROLLMENT**

## **NEW STUDENT ENROLLMENT**

Students who are offered admission to BCS must complete the enrollment process by creating a RenWeb account, signing and submitting the enrollment packet, and paying the enrollment and activity fee.

## **RETURNING STUDENT RE-ENROLLMENT**

Returning BCS students must submit a re-enrollment packet and payment of activity fees each spring. Re-enrollment opens to returning students on January 1. Once enrollment opens to siblings, ESPC members, and waiting list in February and the public in March, any remaining available seats will be offered to applicants. Failure to re-enroll in a timely manner could result in losing your spot.

# FINANCIAL COMMITMENT

Below are the financial obligations for attending Bayshore Christian School. Please read the financial obligations carefully.

**Application/Testing Fee:** For new students, a \$100 application/testing fee is due with the submission of the application. This fee will be applied to the registration fee (upon acceptance to the school) and is non-refundable.

**Registration Fee:** A non-refundable registration fee will be due at the time of registration. This fee covers registration costs, curriculum, supplies and field trips. This fee may not cover *all* of the costs for all trips and does not cover the full cost of any overnight trips; such trips may require supplemental fees. Such supplemental costs will be conveyed to the parents prior to the trip.

## Returning Student Re-Enrollment Registration Fee Schedule:

- January & February: \$300 per student with the additional \$375 deferred to monthly tuition payments.
- March & April: \$700 per student due in full.
- May: \$825 per student due in full.
- After June 1st: \$875 per student due in full.

## New Student Enrollment Registration Fee Schedule:

- \$700 per student due in full at time of enrollment.

### Tuition

- Due the 1<sup>st</sup> or 15<sup>th</sup> day of each month (12 monthly payments, June-May)

Kindergarten	\$5,700 per year
First Grade through Sixth Grade	\$6,350 per year
Seventh Grade through Eighth Grade	\$6,500 per year
Ninth Grade through Eleventh Grade	\$6,700 per year

BCS uses Facts ([www.facts.com](http://www.facts.com)) as our means of collecting tuition. Each family is required to pay their tuition through Facts. Facts charges a \$35 late fee.

## Tuition Refund Policy

By signing and submitting the application or re-enrollment form, parents agree to all the financial terms and obligations of the school for the school year. Should a parent decide to withdraw their child from Bayshore Christian School at any time after enrollment or reenrollment, they will be responsible for payment of 50% of the remaining tuition at the time of withdrawal from school. Report cards and records will not be release until all fees have been paid, books and other school property have been returned or paid for, and arrangements to complete all financial obligations regarding tuition have been made. The school withdrawal form must be completed by a custodial parent in order for a withdrawal date to be set; additionally, a custodial parent must complete the BCS exit questionnaire and return it to the front desk.

## Discounts

A discount is offered for siblings attending the school. (This discount is applied to the 2nd and subsequent children).

## Delinquent Accounts

If a family's account is 60 days in arrears, the student will not be allowed to return to school until the account is cleared, unless a mutual arrangement is made with the Head of School.

# ATTENDANCE REQUIREMENTS

A student enrolled in Bayshore Christian School is expected to be present and on time in school every day school is in session between the hours of 7:50am and 3:00pm unless otherwise noted on the school calendar. Students may be dropped off between 7:30-7:50am. L&R Students are expected in the building no later than 7:50am. The actual number of days school is in session will be determined by the yearly school calendar. Students are also expected to attend and complete all requirements for every course offered. Attendance records for the students are kept and reported on the student's report card each quarter.

## **Before-School Care and After-School Care**

BCS will offer Before-school care to any student arriving between 7:00-7:30 a.m. for a set fee. Parents may walk their child in or students may be dropped off and proceed directly to the gymnasium for adult supervision. Students will be dismissed to their homeroom class at 7:30. A monthly bill will be assessed to the parent's FACTS account.

After-school care is offered from 3:00-5:30pm to any student remaining on school grounds after the completion of afternoon car-line for a set fee. No student may remain at the school unsupervised. A monthly bill will be assessed to the parent's account through Masters Center billing.

**Unplanned Absences:** When a student is absent for any reason, parents must send a note or email of explanation and/or doctor's excuse upon the child's return. Parental notes will be used to determine excused or unexcused status of the absence. School administration will determine excused or unexcused status. We understand there will be occasions when children will miss school. For unexcused absences, all missed classwork is due upon return and missed tests will be given on the first day back or at the teacher's earliest convenience. For excused absences, students will have one day per excused absence to complete all missed assignments and tests. Exceptions to this must be approved by the teacher and the L&R School Principal.

**Long-Term Planned Absences:** The BCS calendar is designed with multiple opportunities for family vacation time. Parents are encouraged and asked to use these dates for family vacations. Should a student need to be absent for three or more consecutive days, the parents must notify the L&R Principal and their child's teachers at least one week in advance in writing to explain the circumstances. This will allow time for teachers to compile the necessary schoolwork that the student will miss. When extended absences are voluntary (versus emergency or illness) all missed classwork is due upon return and missed tests will be given on the first day back or at the teacher's earliest convenience. The teacher and the L&R School Principal must approve exceptions to this.

**Long-Term Absence Due to Emergency or Illness:** For excused long-term absences, students will have one day per excused absence to complete all missed assignments and tests. Exceptions to this must be approved by the teacher and the L&R School Principal.

**Maximum Absences:** In the event a student is absent from school for more than five days during one



quarter (*for any reason*), the student's parents will discuss with the L&R School Principal and teacher to determine whether the student will receive a passing grade on his report card. In the event the total number of absences, *whether planned or unplanned, excused or unexcused* exceeds twenty days during the school year, the student will normally not advance to the next grade level. Should this occur, approval to receive credit will be determined by the Head of School. Excessive absences may result in the student being dropped from the course with a failing grade, grade level retention for the following year, or dismissal from BCS.

**Tardiness and Early Check Outs:** Students are expected to be in the school building on time (7:50am). If a student arrives later than 7:50am, he should proceed to the school office to sign in and receive a tardy slip. Early check outs will also count as tardies. For every three tardies, one unexcused absence will be recorded (see maximum absence policy above). These absences will count against perfect attendance. If a family demonstrates a consistent tendency to arrive in a tardy manner, a meeting with the L&R School Principal will be required to discuss how to address this disruptive pattern. There may also be academic penalties (missed quizzes, graded assignments, etc.) that result from habitual tardiness or early check outs.

**Checkout Policy:** Early checkout of students is discouraged; however, we understand that students sometimes need to be checked out early for health reasons (medical or dental appointments) or for other reasons (family trip, etc.). Checkouts prior to 11:30 in which the child does not return to school will be counted as an absence. Checkouts after 11:30 in which the child does not return to school will be counted as a tardy. Three early checkouts will equal an absence. However, the amount of early releases should be kept to a minimum in order to avoid disrupting the classroom as little as possible. We strongly encourage parents to make every effort to schedule such appointments after the school day or during scheduled school breaks. When there is an appointment or trip scheduled, please notify the teacher at least 24 hours in advance. Students are not allowed to check other students out of class unless the parent sends special permission for older siblings to check younger siblings out of school. Parents may send special permission for older siblings to check younger siblings out of school. Students will remain in the classroom until called by an official office worker.

## **EARLY RELEASE OF A STUDENT**

Bayshore Christian School shall take all necessary steps to ensure the safety of children while at school.

1. The school will release no student unless directed by a custodial parent or guardian in writing or by phone.
2. All students must be checked out through the school office unless dismissed from a field trip. For L&R students, a courtesy note should be sent to the primary teacher notifying him/her of the child's release.
3. The school office has up to three names on file that the custodial parent or guardian has designated as appropriate to whom their child may be released. Before the child will be released to this individual, this person must present photo identification.
4. Should a written or personal request be made by a non-custodial parent for the early release of a student into his/her care, such a request will be honored only with the consent of the custodial

parent through a school-initiated telephone conversation, or the instructions from court-issued legal documents.

5. In the event that parents are going out of town without their child(ren), we ask that custodial parents notify the school in writing of adult caretakers who will be responsible for their child(ren). The names, phone numbers, and any alternate procedures to be followed should be included in the notification.

### **ALL SCHOOL HALF-DAYS**

BCS will occasionally have an all school early release. On such half days, all students will be released at 12:00 p.m.

# HEALTH POLICIES

## STUDENT HEALTH RECORDS

All students attending Bayshore Christian School must have on record with the school office either a current immunization record or an exemption statement according to Alabama Code, before entering school in the fall. Standard immunization record forms may be obtained from the family doctor or the Alabama Department of Health. Current immunization records must be on file prior to the first day of school.

## MEDICATION POLICY

Due to liability issues, Bayshore Christian School staff will not normally distribute prescription and non-prescription drugs to children during the school day. However, if there are serious health risks involved (i.e., life-threatening conditions such as severe allergies, diabetes, or severe asthma) the school will require a doctor's written orders and parental permission to administer any medications. Parental permission forms are available in the school office and must be filled out by the physician and signed by the parent. In certain cases, school staff may administer mild non-prescription medication such as Tylenol or Advil with the specific written or verbal permission of the parent only. If your child is required by a doctor to carry an inhaler or epi pen on their person, please include that information on the permission form. For students who are required by a doctor to carry an epi pen or inhaler **ON THEIR PERSON**, BCS requires additional medication also to be in the office.

## ILLNESS ATTENDANCE POLICY

We realize you do not want your child to miss school, but sending a sick child to school can jeopardize their health as well as the health of other children, faculty, and staff.

### **Students should remain at home when they have the following illnesses:**

- Fever of 100° F or greater; Students should remain at home until they are fever free for a full 24 hours.
- Stomach illnesses such as vomiting and diarrhea; Students should be symptom free for a full 24 hours before returning to school.
- Strep throat, scarlet fever, head colds, flu, pneumonia, chicken pox, conjunctivitis and other contagious illnesses; Students should remain home until a doctor releases them to return to school.
- Head Lice; Students with head lice must be treated at home with a medicated shampoo and may return to school when they are lice and nit free.
- Skin rash such as poison ivy; Students must remain at home until sores are scabbed over and itchiness has subsided.

Please send a doctor's excuse to the school office upon your child's return following a contagious illness that required medical attention

## ALLERGY NOTIFICATION

Parents must notify BCS office staff and their child's teachers of any known allergies upon application to the school or as soon as an allergy has been diagnosed. All allergies will be noted in RENWEB, and severe and life-threatening allergies that require epi-pens will be flagged in the school office and in teacher's records. Although every effort will be made to avoid serving foods that would put any student at risk, parents should always send special diet foods/snacks and teach their allergic student the foods they may and may not consume, especially during class parties. Teachers will notify classmates, Room Moms, and other parents of allergies within their class. Parents must supervise their children during athletic events, field trips, and other special school events to avoid allergic items or foods. **AT THIS TIME BCS IS A PEANUT-FREE SCHOOL. PLEASE DO NOT BRING ANY FOODS CONTAINING PEANUTS TO SCHOOL.**

# ACADEMICS

## GRADING GUIDELINES

Letter grades will be given to both Logic and Rhetoric school students based upon the following grading scale. In addition, Rhetoric students' grade point average (GPA) will be calculated on a 4.0 scale as follows:

In Class Average	Corresponding Letter Grade	Grade Points Earned/Letter Grade
90% - 100%	A-, A, A+	4.0
85% - 89%	B+	3.5
80% - 84%	B	3.0
75% - 79%	C+	2.5
70% - 74%	C	2.0
65% - 69%	D	1.0
64% and below	F	0.0
<b>Elective Classes Grading Scale</b>		
All elective courses will adhere to the following scale for report card and final semester grades:		
86%-100%	A	
76%-85%	B	
70%-75%	C	
65%-69%	D	
64% and below	F	

## RENWEB

BCS utilizes RenWeb software that will enable parents to access their student's grades as the teacher posts them. To access the Parents Web Login feature of RenWeb parents should go to [www.renweb.com](http://www.renweb.com) and follow the instructions for setting up a new account. **The district code for the school is BAY-AL.** You will need to use the email address provided to the school as your user name.

## HOMEWORK GUIDELINES

1. BCS strives for Logic and Rhetoric students to complete no more than 1-2 hours of homework per night.
2. Teachers will strive to make the most of their allotted class time by providing instruction in a variety of ways, including, but not limited to, lecture, discussions, class readings, and class work.
3. Students may also be given time during the class period to work on daily work, long-term projects, or to study. In some classes, students can complete all or much of their homework in class, if that time is used wisely. Class work that is not completed in class may be assigned for completion as homework.
4. Timely completion of homework is essential to Logic and Rhetoric student's success since homework is often preparatory in nature in regards to upcoming classes. Homework may also be recorded as a grade.
5. Homework assignments are due during the class period for which it was assigned. Homework assignments that are late will receive a 10% reduction in value per day and may be accepted up to three days. (E.g.: A Logic School student turns in a 100-point essay one day late. The essay earns a 94, but the grade received is an 84 due to the ten percent reduction in value.) The 10%

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reduction does not apply to daily assignments and completion checks. Make-up assignments must be turned in by 3:15 pm on the due date.

6. Many homework assignments will be made well ahead of time, so students should learn to manage their time wisely, working each day on ongoing assignments.
7. It is not our desire to burden any student with excessive homework. Please communicate with the teacher(s) and/or Principal if your student begins to struggle with homework completion.
8. Unless otherwise noted, all written homework assignments must be completed using cursive handwriting. Teachers will notify students when assignments may be completed manuscript or electronically.
9. For most manuscripts, reports, essays, and term papers BCS teachers will require MLA formatting. **MLA (Modern Language Association) style** is most commonly used to write papers and cite sources within the liberal arts and humanities.
10. While homework is posted on RenWeb, students (and parents) should not rely primarily on RenWeb to keep up with their homework. Changes to homework may be made in class and not be immediately reflected on RenWeb. Therefore, all students should have a homework planner that they keep current with homework, quiz, and test information.
11. **Wednesday night homework will be limited to encourage mid-week church attendance.** Wednesday night homework will be limited to math, reading, and studying for up to two tests.
12. **Athletic practices are completely optional on Wednesdays.** No penalties will be given for missing Wednesday practices.
13. Coaches will require study time during bus trips to away games.
14. Special projects and group projects will be limited.
15. No homework or special projects will be assigned over extended holidays.
16. No homework or special projects will be assigned to 7<sup>th</sup> & 8<sup>th</sup> graders on standardized testing days.
17. A teacher, at their discretion, may give limited extra credit; however, it must be made available to all students and no extra credit will be recorded during the last week of a quarter.
18. Teachers are expected to grade, post in RenWeb, and return all general assignments, quiz, and test grades to students **within one week (7 days)** from the date the assignment is due. More extensive assignments (i.e. reports, compositions, presentations and major tests) will be graded, posted in RenWeb, and returned to students **within two weeks (14 days)** from the date the assignment is due. Should a student not receive a grade within this time frame, parents should contact the class teacher to inquire about the grade. Should this pattern continue, parents are asked to notify the principal. Should difficulties continue, parents should then contact the L&R principal.

## **EXAM EXEMPTION POLICY**

Students in 9-12th grades who have all A's in a subject(s) on their report card (in all quarters --not an average) will be allowed to choose to be exempt from the semester or final exams, provided that these exemptions do not exceed two subjects. In other words, if a student has all A's in only one or two subjects, then that student may only be exempt from that or those "all A" subjects. If a student has all A's in more than two subjects, the student may still only choose 2 subjects from which he or she may be exempt, provided that the subjects chosen have the grades of all A's.

The purpose of this policy is not to penalize students who may have all A's in more than two subjects, but rather to benefit them in having the experience of taking a semester and final exam prior to entering college. This is life preparatory as it is very feasible for some students to graduate with all A's, never experiencing the need to study for a cumulative exam.

# AWARDS

As we strive to cultivate wisdom, virtue, and the love of learning, we also want to acknowledge those who are applying themselves and excelling in character as well as academics.

## QUARTERLY HONOR ROLL RECOGNITION

Each quarter BCS will recognize students who have been placed on the “All-A” as well as the “A-B Honor Roll.” Students will be recognized through various publications as well as in the school newsletter.

<b>END OF YEAR AWARDS</b>	
All-A Honor Roll	All A's in every subject on each report card for each quarter during the year
AB Honor Roll	All A's and B's in every subject on each report card for each quarter during the year
Head of School's List	Final grade of A in each subject
Principal's List	Final grade of A or B in each subject
James Maxwell Award	Given to a student in each grade who is excelling in their study of math and science
G.K. Chesterton Award	Given to a student in each grade who is excelling in their study of the humanities
Subject Awards	Awarded in each course to a student who has excelled in their study of that subject
National Latin Exam Awards	Awarded to students based upon their performance on the National Latin Exam
National Merit Scholarship	Awarded to 11 <sup>th</sup> and 12 <sup>th</sup> grade students who qualify in the National Merit Program
Perfect Attendance	Perfect attendance for the year
Christian Character Awards	Students are recognized for the character they have exhibited throughout the year
House Leadership Awards	Given to one male and one female student leader who have demonstrated excellence in leadership of their house
Jim Elliot Award	Awarded to the seventh/eighth grade student whom the L&R School faculty selects as having exemplified throughout the school year the type of self-sacrificing commitment to excellence in the service of Christ that was characteristic of the life of Jim Elliot
William Tyndale Award	Awarded to the ninth/tenth grade student whom the L&R School faculty selects as having exemplified throughout the school year the type of self-sacrificing commitment to excellence in the service of Christ that was characteristic of the life of William Tyndale
Augustine Award	Awarded to the eleventh/twelfth grade student whom the L&R School faculty selects as having exemplified throughout the school year the type of self-sacrificing commitment to excellence in the service of Christ that was characteristic of the life of Augustine

# STUDENT PROMOTION POLICY

**Objective:** To establish a consistent set of standards to be applied in determining grade promotions for all students.

**Scope:** To be applied to all entering and continuing students in the L&R school.

**Definitions:**

Promotion – The advancement of a student from the most recent grade completed to the next successive grade.

Retention – Requiring a student to repeat the grade in which he was most recently enrolled.

New Students – Those students entering Bayshore Christian School for the first time that are coming from a home school, another private school, or a public school.

Current Students – Those students enrolled in Bayshore Christian School during the current year or previously enrolled in Bayshore Christian School within the last two academic years.

## New Students

New students must meet the criteria noted in the Admissions section of this handbook in order to be accepted into the next successive grade level.

## Current BCS Students

Students currently in Bayshore Christian School must meet all the following basic criteria for promotion to the next successive grade level:

- Pass (65% or better) at least three quarters each in all core subjects. All subjects are core except for art, music, and PE.
- Pass (65% or better) at least two quarters each in art, music, and PE.

## Appeals

If all criteria are met, the student will be promoted to the next grade. If some, but not all are met, the principal will review the case, with the input of the teacher and parents, and determine whether the student may be promoted. Parents may appeal this decision to the Head of School.

## Required Service Hours

Full-time students who attend Bayshore from 9<sup>th</sup>-12<sup>th</sup> grade are expected to complete 70 service hours as a requirement for graduation. Co-op students are required to complete 50% of the required hours per year of attendance. These service hours should involve unpaid volunteer work that benefits others in need, furthers the mission of the school or church in the world, or honors God's creation. To receive credit, these hours must be documented on service hour forms and submitted either to the Guidance Counselor or to the main office. Of these hours, at least 50% should be fulfilled outside of the school setting. In order to graduate, students who transfer into Bayshore after 9th grade should complete the required number of service hours per year for the years they attend Bayshore. Thus, a student entering in their junior year would be expected to complete 30 service hours prior to graduation. Students must have the required hours for the year completed before receiving their report card in May.

Required Service Hours	
Freshman	20 Hours
Sophomore	20 Hours
Junior	20 Hours
Senior	10 Hours
<b>Total</b>	<b>70 Hours</b>

**FINAL REPORT CARD**

The final report card of the school year will be issued at the end of each school year. *All tuition and fees must have been paid, and all library books and other school property must have been turned in prior to the report card or transcript being released.*

**MID-YEAR WITHDRAWALS**

Should a student wish to withdraw from school during the academic year, report cards and records will not be released until all fees have been paid, books and other school property have been returned or paid for, and arrangements to complete all financial obligations regarding tuition have been made. The school withdrawal form must be completed by a custodial parent in order for a withdrawal date to be set.



# COURSE WORK AND GRADUATION REQUIREMENTS

	7th	8th	9th	10th	11th	12th
Math	Pre-Algebra	Algebra I	Algebra I or Geometry (1)	Geometry or Algebra II (1)	Algebra II or Pre-Calculus (1)	Pre/Calculus or Business Math (1)
History	Ancient History I	Medieval History I	Modern History I (1)	Ancient History II (1)	Medieval History II (1)	Modern History II (1)
Bible	Old Testament	New Testament	Bible Survey (1)	Biblical Interpretation (1)	Worldview (.5)	Apologetics (.5)
Literature	Ancient Literature I	Medieval Literature I	Modern Literature I (1)	Ancient Literature II (1)	Medieval Literature II (1)	Modern Literature II (1)
Science	Life Science	Physical Science	Biology (1)	Human Anatomy & Physiology (1)	Chemistry (1)	Physics (1)
Logic	Logic I	Logic II				
Rhetoric					Rhetoric I & II (1)	Rhetoric III (.5)
Fine Arts	Art	Art	Art (.25)	Art (.25) & Art History (.25)		
Protocol			Protocol (.25)			
PE	PE	PE				
Music	Choir	Choir				
Language	Latin I	Latin II				
Electives			*see General and Advanced Electives	*see General and Advanced Electives	*see General and Advanced Electives	*see General and Advanced Electives

## General Electives

9-12<sup>th</sup> grade: Study Hall (no credit); Archery/Weights (.5); Publications (.5); Robotics (.25); Mock Trial (.5); Test Prep (.5); Varsity Team Sport (0.25)

11-12<sup>th</sup> Grade: Advanced Art IV (0.5); Advanced Art V (0.5)

12<sup>th</sup> Grade: Senior Checkout (no credit)

## Academic Electives

Foreign Language 9-12<sup>th</sup>: Latin III (1); Latin IV (1); French I (1); French II (1); Spanish I (1); Spanish II (1)

11<sup>th</sup> – 12<sup>th</sup> Academic Electives: Civics (0.5); Advanced Human Anatomy and Physiology (0.5)

12<sup>th</sup> Grade Academic Electives: Advanced Chemistry (0.5)

*Elective course offerings will vary based on availability and interest.*

## **STUDENT CREDITS**

Bayshore Christian School uses the Carnegie Unit to define a credit hour for academic classes.

## **ELECTIVES**

Ninth through 12<sup>th</sup> grade students may choose from among several elective classes. Once elected, students may not withdraw from or swap elected classes unless extenuating circumstances are approved by the L&R Principal. Academic elective classes will require regular academic assessments and result in grades according to the elective grading scale (refer to the Academic section for details); therefore, electives can serve to boost or harm a student's GPA. Students are encouraged to give serious consideration prior to choosing electives and to choose elective topics of their greatest interest. Two credits, i.e., two years, of a single foreign language elective are required for graduation.

## **ACADEMIC REQUIREMENT FOR PARTICIPATION IN ATHLETICS**

All students participating in BCS athletics must maintain a 70 in each subject as required in the BCS Athletic Manual. (See section on House System, Athletics, and Extracurriculars)

## **ACADEMIC REQUIREMENT FOR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES**

All students participating in BCS extra-curricular activities must maintain a 2.5 grade point average in each core subject in order to remain in the activity the following quarter. (See section on House System, Athletics, and Extracurriculars)

## **DUAL ENROLLMENT**

BCS partners with the University of Mobile to offer students attending 10<sup>th</sup>-12<sup>th</sup> grades an opportunity to dual enroll in specifically approved courses. These course offerings may change from year to year according to faculty credentials. The BCS Processing Fee for Dual Enrollment is \$100/student. Students wishing to dual enroll will apply in the BCS office or on-line with the University of Mobile. Payments will be made directly to BCS.

## **REQUIRED CREDITS FOR RHETORIC SCHOOL GRADUATION**

Students are required to earn at least 26.5 credits during their Rhetoric School education (9<sup>th</sup>-12<sup>th</sup> grades) in order to graduate from BCS. Credits earned at Bayshore Christian School, another ACCS accredited institution, and those otherwise approved by the Head of School will count toward graduation.

## **REQUIREMENTS FOR HONORS DIPLOMA**

To earn an Honors distinction on the BCS transcript and diploma, students must successfully complete the following additional requirements:

1. Complete two years of Rhetoric level Latin,
2. Complete the highest math course offered in their track,
3. Take at least 1 credit of electives in both the junior and senior year, with at least .5 credit consisting of approved academic electives, to be designated by the L&R Principal or Head of School, and
4. Maintain in overall GPA of 3.6.

STANDARD DIPLOMA REQUIREMENTS	ADDITIONAL COURSEWORK FOR HONORS DIPLOMA	
<b>English</b> Modern Literature I Ancient Literature II Medieval Literature II Modern Literature II		<b>4</b> 1 1 1 1
<b>Foreign Language</b> *2 consecutive years of Foreign Language required. Students may choose from among the Foreign Language elective options.	<b>Foreign Language</b> Latin III Latin IV <b>2 years of Rhetoric level Latin required</b> *BCS will accept approved on-line credits earned for Latin I and II pre-requisite courses.	<b>2</b> 1 1
<b>Mathematics</b> Algebra 1 Geometry Algebra 2 Pre-Calculus Calculus Business Math	<b>Mathematics</b> <b>Must complete highest level math course in the student's track to earn Honors diploma.</b> <b>Students who are on the Math 7 track must complete Pre-Calculus. Students who are on the Pre-Algebra track must complete Calculus.</b>	<b>4</b> 1 1 1 1 1
<b>History</b> Modern History I Ancient History II Medieval History II Modern History II		<b>4</b> 1 1 1 1
<b>Science</b> Biology Human Anatomy & Physiology Chemistry Physics		<b>4</b> 1 1 1 1
<b>Bible &amp; Theology</b> Bible Survey Biblical Interpretation Worldview Apologetics		<b>3</b> 1 1 .5 .5
<b>Rhetoric</b> Rhetoric I & II Rhetoric III (Senior Thesis)		<b>2</b> 1 1
<b>Fine Arts</b> Art Skills III Art Skills IV Art History		<b>1.25</b> .5 .5 .25
<b>Protocol</b>		<b>.25</b>
<b>Electives</b> Students are required to accumulate 2 credits of electives for graduation. Study Hall and Senior Checkout do not receive elective credit. Varsity Team Sports receive .25 credits per year of participation. Elective course offerings will vary based on availability and interest.	<b>Electives</b> To receive the Honors distinction on the diploma, students will be expected to take at least 1 credit of electives in both their junior and senior years, with at least .5 credit of these each year consisting of <b>approved academic electives</b> , to be designated by the L & R Principal or Head of School.	<b>2</b>
<b>TOTAL</b>		<b>26.5</b>

# SCHOOL RULES AND DISCIPLINE PROCEDURES

## SCHOOL PROTOCOL

We strive daily to teach our students how to be graceful and gracious in the company of others. This is an important part of our mission as a classical Christian school. The following list summarizes what we are trying to cultivate when it comes to manners and etiquette. We appreciate the efforts of parents to help enculturate these manners at home as well.

- Do say “Hello” or “Good morning” and “Goodbye” when others first arrive or leave for the day.
- Do look people in the eyes when they speak or you are talking to them.
- Do speak in a respectful, quiet tone of voice, but speak clearly.
- Do wait your turn.
- Do use proper titles with last names or “Sir” and “Ma’am” when speaking to elders.
- Do stand-up when an adult is speaking to you or enters the room for the first time.
- Do sit up straight.
- Do remember to say, “I’m sorry” if you accidentally hurt someone.
- Do wash and dry your hands before eating, after using the restroom, or when dirty.
- Do turn your head away and cover your mouth and nose when you cough and sneeze.
- Do not sniffle; rather leave the room and blow your nose.
- Do help others when help is needed.
- Do not spit.
- Do not yell.
- Do not run in buildings and exhibit good stewardship of the BCS/ESPC facilities.
- Do not interrupt others when they are speaking.

*Taken from the book “Protocol Matters” by Sandra Boswell*

## L&R “RAPID” CLASSROOM RULES

BCS student behavior should reflect the following:

- R—Respect—Matthew 7:12, “So in everything, do to others what you would have them do to you, for this sums up the Law and the Prophets.”
- A—Attitude—Titus 3:1-2, “Remind the people to be subject to rulers and authorities, to be obedient, to be ready to do whatever is good, to slander no one, to be peaceable and considerate, and always to be gentle toward everyone.”
- P—Preparedness—Proverbs 6:6-8, “Go to the ant, you sluggard; consider its ways and be wise! It has no commander, no overseer or ruler, yet it stores its provisions in summer and gathers its food at harvest.”
- I—Integrity—Philippians 4:8, “Finally, brothers and sisters, 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.”
- D—Diligence-- Colossians 3:23, “Whatever you do, work at it with all your heart, as working for the Lord, not for human masters.”

## **STUDENT USE OF CELL PHONES AND ELECTRONIC DEVICES**

With the advances in technology in the last few years, cell phone usage has become virtually ubiquitous. While we rejoice in such technological advances and the convenience they bring to our lives, we also are cognizant of the fact that they can be disruptive to the educational process. **At BCS students should keep their cell phones and smart watches powered off in their lockers during the day.** Cell phones are not to be used at all during the school day (7:50–3:15). If a student needs to call their parents during the school day, they must ask for permission to use the phone in the school office. If faculty or administration sees or hears a cell phone during the school day (7:50 – 3:15), the consequences are as follows:

- The cell phone will be confiscated and returned to the parents only. Three such incidents would result in a one-day suspension.
- If a student is using a cell phone, texting or talking, during the school day (7:50 – 3:15), the consequences are as follows:
  - 1st offense - the cell phone will be confiscated and returned to the parents only.
  - 2nd offense – the cell phone will be confiscated, returned to the parent, and the student will serve a one-day suspension.
  - 3rd offense –the cell phone will be confiscated, returned to the parent, and the student will serve a three-day suspension.

iPods, video games, kindles, nooks, portable DVD players, cameras, smart watches, etc. are not permitted in the classroom. Such devices tend to be disruptive to the learning environment and consequently are not allowed. Logic School students will have monitored access to the BCS rolling laptop lab at the teacher's discretion, but are not permitted to bring a personal laptop to school. Rhetoric School students should have access to a personal laptop to be brought to school for occasional classroom use as required by the classroom teacher.

Students and their parents/guardians are reminded that use of technology is a privilege rather than a right. School authorities may monitor everything done on any BCS network electronic communication device. Inappropriate use of technology can result in limited or banned computer use, disciplinary consequences, removal from courses, loss of credit, a failing grade, and/or legal action.

## **LOCKERS AND BACKPACK MANAGEMENT**

Students are required to keep all personal belongings inside their backpacks or assigned lockers. For safety and security students should not share locker combination codes with other students. Students should refrain from obscuring the locker latch or lock mechanism. Failure to abide by this may result in the loss of locker privileges. No items will be stored on top of lockers or in floors in hallways. During class, backpacks should be stowed underneath desks, chairs, or other designated area out of pathways as assigned by the teacher.

## **PLAGIARISM**

Plagiarism is defined as the act of taking someone else's work or ideas and passing them off as one's own. Plagiarism is also the act of appropriating the literary composition of another author, excerpts, ideas, or passages, and passing the material off as one's own creation. Simply put, plagiarism is theft of

another person's writings or ideas. Generally, plagiarism occurs when someone steals expressions from another author's composition by copying and pasting them into assignments in an attempt to make them appear to be his own work. Any student suspected of or caught plagiarizing will be sent directly to the office and appropriately disciplined. All plagiarized assignments will receive a grade of "0" and may not be made up.

## **REFORMATION DAY**

At Bayshore Christian School we celebrate October 31 as Reformation Day. There is no observance of Halloween at Bayshore Christian School and discussion is discouraged. Students are to come to school in regular school attire. Please do not send Halloween themed clothing, snacks, or candy to school.

## **PUBLIC DISPLAYS OF AFFECTION**

As Christians we recognize that God is the giver of all good gifts. One of the most beautiful of God's gifts to man is that of human sexuality; as a part of the natural maturation process, affection towards the opposite sex is indeed a beautiful God-given gift that should be guarded and not be taken for granted. It is important as a growing, maturing disciple of the Lord Jesus Christ that Christian young people also allow the Holy Spirit to develop within their lives a respect and appreciation for the opposite sex along with the virtue of self-control. There is no sphere in today's society in which there is a greater need for self-control than in the area of human sexuality. In today's culture it is vitally important that our young people heed the admonition of the Apostle Paul when he tells us "that each one of you should know how to control his own body in holiness and honor." (1 Thess. 4:4)

In order to promote such self-control while on the campus of Bayshore Christian School or while at BCS faculty/staff chaperoned events, students in the Logic and Rhetoric School should refrain from touching students of the opposite sex in an inappropriate fashion. Examples of inappropriate touching would include handholding, hugging, stroking hair, massaging backs, etc. Exceptions to this "No touching" policy may arise in regards to artistic performances, athletic activities, science demonstrations, etc. If BCS students attend BCS sponsored events independently of BCS staff/faculty chaperones, their behavior is the responsibility of their parents, but should also reflect discernment, wisdom, and self-control, considering their Christian appearance and witness to others.

While we recognize that such displays of affection may at times be innocuous, we also recognize that they may also promote sensual and emotional feelings, which can prove to be detrimental to the student's long-term health and development. Far from being prudish, this policy is put in place to promote the spiritual, emotional, and physical health and well-being of our students and to encourage our students to resist the temporary pleasures of sin for the better and abiding riches of a Christian marriage.

## **FORNICATION**

Fornication is defined as any and all non-marital sexual activity. Upon the submission of substantial credible evidence tending to show that a student has engaged in fornication the student will be expelled. A student's pregnancy or positive paternity test gives rise to a presumption of fornication.

## **MATERNITY AND PATERNITY POLICY**

**Objective:** In a society that often undermines Christian values and principles, BCS strives to provide an atmosphere that stimulates and fosters the growth of Christian respect, wholesomeness, and chastity. Pre-marital sex is not in keeping with Christian values and principles, and violates the teachings of the Bible. Therefore, premarital sex is not an acceptable behavior for students at BCS.

BCS considers the male equally responsible for a pregnancy. Should pregnancy occur, every possible means will be taken to encourage counseling and health care for the mother and child. All counseling recommended by BCS will be directed toward respect for human life. Should a student become pregnant and terminates the pregnancy through abortion, the student will be required to withdraw from the school.

Once pregnancy is medically confirmed, the expectant student will be encouraged to continue his/her education through a home schooling or alternate plan and withdraw from BCS. If a senior student, he/she may not participate in graduation ceremonies.

## **BULLYING**

Bullying is defined as a pattern of intentional harassment, intimidation, violence, or threats of violence toward a fellow student, [based on race, sex, religion, national origin, or disability] whether by written, electronic, verbal, or physical acts which places that student in reasonable fear of harm to his or her person or damage to his or her property, or has the effect of substantially interfering with the educational performance, opportunities, or benefits of that student. Upon the submission of substantial credible evidence tending to show that a student has engaged in bullying, either on campus or at a school-sponsored function, that student will be sent to the L&R Principal or Head of School. Upon a subsequent incident the student will be suspended. Upon a third submission of substantial credible evidence tending to show that a student has engaged in bullying the student will be expelled.

## **ILLEGAL DRUG USE**

Illegal Drug Use is defined as using a substance the use of which has been deemed unlawful by the Code of Alabama or federal law, or using a substance the use of which has not been deemed unlawful by the Code of Alabama or federal law in a manner that has been deemed unlawful by the Code of Alabama or federal law. Upon the submission of substantial credible evidence tending to show that a student has engaged in illegal drug use the student will be suspended. A student's failing a drug test gives rise to a presumption of illegal drug use. Upon a subsequent submission of substantial credible evidence tending to show that a student has engaged in illegal drug use the student will be expelled. If a student is found to have engaged in illegal drug use or promoted the use or sell of drugs on campus or at a school function the student will be expelled.

## **CONVICTION**

Conviction is defined as the entry of a final order declaring one guilty of a criminal offense. Upon the submission of documentation evidencing that a student has been convicted of a criminal offense categorized as a misdemeanor by the Code of Alabama or federal law the student will be suspended. Upon the submission of documentation evidencing that a student has been convicted of a criminal offense categorized as a felony by the Code of Alabama or federal law the student will be expelled.

## DISCIPLINE PROCEDURES

The kind and amount of discipline (correction) will be determined by the teachers, the L&R Principal, and if necessary, the Head of School. The discipline will be administered in the light of the student's problem and attitude. All discipline will be based on biblical principles, e.g., restitution, apologies (public and private), reasonable and swift consequences (see corporal discipline statement below), restoration of fellowship, no lingering attitudes, etc. Portions of classwork missed due to discipline issues will receive a zero and permission to make those assignments up will be given at the discretion of the teacher and Principal. The vast majority of discipline problems are to be dealt with at the classroom level. Love and forgiveness will be an integral part of the discipline of a student.

Students are expected to abide by the rules and policies of Bayshore Christian School while school is in session and **any time** the student is on the grounds with or without the parents being present.

**I. Office Visits:** There are five basic behaviors that will automatically necessitate discipline from the L&R Principal (versus the teacher). Those behaviors are:

- A. Disrespect** shown to *any* staff member or adult. The staff member will be the judge of whether or not disrespect has been shown.
- B. Dishonesty** in any situation while at school, including lying, cheating, and stealing.
- C. Rebellion**, i.e. outright disobedience in response to instructions.
- D. Fighting**, i.e. striking in anger with the intention to harm the other student(s).
- E. Obscene, vulgar, or profane language** including taking the name of the Lord in vain.

During the visit with the L&R Principal, the L&R Principal will determine the nature of the discipline. The L&R Principal may require such things as restitution, public apology, loss of privilege, corporal discipline, or suspension. If for any of the above or other reasons, a student receives discipline from the L&R Principal, the following accounting will be observed. The L&R Principal reserves the right to alter this as necessary, and depending on the situation, accelerate the disciplinary steps.

- The first time a student is sent to the office for discipline the student's parents will be contacted and given the details of the visit. The L&R Principal will make a note of each occasion when the parents are contacted after an office visit and will enter that record in the student's file. The parents' assistance and support in averting further problems will be sought.
- A meeting will normally follow a second or third office visit with the student's parents and the L&R Principal. Depending on the circumstances, a one or two-day suspension and/or corporal punishment may be imposed.
- Should the student require a fourth office visit, the student's parents will meet with the L&R Principal and the Head of School.
- The fifth office visit, depending on the circumstances, the student may be expelled from the school.

**Corporal Discipline Statement:** At the L&R Principal's discretion and with the consent of parents, corporal discipline (paddling) is a means of correction that may be used as part of the discipline process from time to time. Parents will notify the school of their corporal discipline choice during the

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on-line enrollment process. Parents may choose to agree to a suspension for a time period deemed appropriate by the administration in place of corporal discipline.

**II. Expulsion:** Bayshore Christian School realizes that expelling a student from school is a very serious matter and should always be carefully dealt with on a case-by-case basis. Forgiveness and restitution are fundamental to our total discipline policy. However, should a student and his parents not be able to eliminate behavioral problems before a fifth office visit, the student may be expelled. Should a student be expelled from BCS the Tuition Refund Policy is applied and the parents would owe 50% of the remaining tuition.

**III. Serious Misconduct:** Should a student commit an act with such serious consequences that the L&R School Principal deems it necessary, the office-visit process may be bypassed and expulsion immediately imposed. Examples of such serious misconduct could include: bringing weapons (toys or real) of any kind, acts endangering the lives of other students or staff members, gross violence/vandalism to the school facilities, bullying, illegal drug use or possession, violations of civil law, or any act in clear contradiction of scriptural commands. Students may be subject to school discipline for serious misconduct that occurs after school hours.

**IV. Re-admittance:** Should the expelled student desire to be readmitted to Bayshore Christian School at a later date, the L&R School Principal will make a decision based on the student's attitude and circumstances at the time of reapplication.

# TECHNOLOGY POLICY

## BCS PHILOSOPHY OF TECHNOLOGY

Our goal at BCS is to develop men and women who love God with all their hearts (spiritually), with all their soul (emotionally), with all their strength (physically), and with all their minds (mentally). Every day BCS works to guide students to reach their highest potential in mind, body and spirit through a curriculum that is filled with classical and time-proven educational practices. At the core of its education, BCS has always believed the most valuable asset in each classroom is the shepherding teacher. The textbook does not drive the curriculum, educational fads do not drive the curriculum, and devices do not drive the curriculum. Textbooks and technologies are viewed as tools available for the teachers' use as they provide biblical teaching and encourage critical thinking, thoughtful debate, hands-on activities, collaboration, and many other classical methodologies.

Throughout the years, teachers have integrated technology into the educational process through the use of laptops, mounted projectors, clicker response systems, computer labs, and other web-enhanced activities. Continuing this preparatory life skill, BCS requires keyboarding techniques to be developed Logic School years via an online application. Additionally, seventh and eighth graders will use a rolling computer lab to enhance their composition skills and to prepare power point and other teacher-guided presentations and assignments. No personal information will be saved on the laptops as students will be required to save their work on personal thumb drives which they will take to and from school. Beginning in ninth grade, students are allowed, but not required, to bring a personal laptop to school. At the discretion and requests of individual teachers, these laptops may be used in class for research, composition, and other teacher directed assignments. Filtering systems and other protective firewalls are installed on the BCS Internet connectivity for the protection of each student.

Acknowledging that students are tech-savvy, parents are encouraged to *ensure that trustworthy protective software has been installed on their student's laptop also.*

BCS believes that technology is a tool for learning and for communication. We are pleased to help parents train students to respect its potential, discern its scope, and to use it responsibly for God's purposes. Students will attend several Internet safety presentations throughout the school year and parents are encouraged to attend evening presentations, as they are made available.

Logic School students will use the rolling computer lab extensively in their composition courses. Because they will be writing papers in Microsoft Word at school, we highly recommended that all Logic School students have a computer at home that runs Microsoft Word 2003 or later. (Microsoft Office Home and Student edition can be purchased relatively inexpensively.)

Logic School students are required to have and to bring to school each day a flash drive (512 MB will suffice) in order to take their work back and forth between home and school. This thumb drive should be electronically named with the student's name so that it can quickly identified if lost.

Rhetoric School students may bring a laptop with Microsoft Word installed. (We recommend Microsoft Office Home and Student edition.) This is not required at this time, but remains optional for students. Laptop use will be determined by and at the discretion of each individual classroom teacher. While some teachers will find technology useful in their class (such as composition and for research) others will choose for students to take notes by hand, listen more intently to lectures, and participate in class discussions in which computers would be distracting. Students may use the laptops only in classroom settings (not in homeroom, at lunch, break, in car line, etc.) and before or after school only with the direct permission from the supervising teacher.

Students may only use their laptops for directly assigned purposes (i.e., writing an essay, taking an exam, doing research, etc.). Instant messaging, game-playing, etc., are strictly forbidden, either on the school's computers or on student-owned laptops during school hours. Students who are found in violation of this rule will be sent to the principal's office, points will be deducted from their house, and their laptop privileges will be revoked for a specified period of time.

Internet is available, but with protective filters. Even so, the teachers will closely monitor its use. Should students purposely access inappropriate sites or misuse the computers in any way they will be sent to the principal's office with no official warning given, points will be deducted from their house, and their computer privileges will be revoked for a specified period of time. More egregious offences associated with computer use could result in suspensions or other consequences.

Logic and Rhetoric students will need an email address that can be used to communicate with teachers.

## **BCS TECHNOLOGY AND INTERNET USE POLICY**

In order to assist students in learning to properly use Internet technology, Bayshore Christian will:

1. Provide a reliable, high speed Internet connection that is protected by internet-filtering software. (This software blocks sites and images--as much as is feasible--that contain objectionable content, language, and subject matter.)
2. Train students in the appropriate use of the Bayshore Christian computer system and in the proper use of the Internet. Students will also be instructed in proper "Netiquette" or Digital Citizenship and in the proper citing of sources.
3. Provide a rolling computer lab for grades 7-8 to use under teacher supervision. Students in grades K-6 are not allowed to bring electronic devices of any kind on to school grounds.
4. Allow students in the Rhetoric School (9-12<sup>th</sup>) to bring a personal tablet (iPad, etc.) or personal laptop to use in the classroom at the individual teacher's discretion and only upon a teacher's instruction. Electronic devices should not be in use unless the student is instructed directly by the teacher to have it out and running.

This policy provides students and their parents/guardians with information about taking care of the equipment, using it to complete assignments, and being a good digital citizen by honoring God with all use of technology.

Students and their parents/guardians are reminded that use of technology is a privilege and not a right and that everything done on any BCS network or electronic communication device may be monitored by school teachers/authorities. Inappropriate use of technology can result in limited or banned computer use, disciplinary consequences, removal from courses, loss of credit, receiving a failing grade, and/or legal action.

To understand the expectations of BCS, students and their parents/guardians are responsible for reviewing the following BCS Technology and Internet Use Policy:

- **Responsibility for the Electronic Data**

The students are solely responsible for any apps or extensions on their personal devices.

Students are responsible for backing up their academic data to protect from loss. Users of the

BCS technology system have no rights, ownership, or expectations of privacy to any data that is, or was, stored on devices used at school while on the network, or any school-issued applications and are given no guarantees that data will be retained or destroyed.

Bayshore Christian Schools cannot, and does not, assume responsibility for:

1. The reliability of the content of Internet sources accessed by the student. (Students must evaluate and cite sources appropriately.)
2. The costs students may incur if they order products or services over the Internet.
3. Any consequences resulting from the disruption of Internet service or network access that result from occasional network downtime, whether planned or unplanned. (Every effort will be made to maintain reliable, available service connections.)

- **Digital Citizenship**

Security on the BCS system is a high priority. Therefore, BCS routinely monitors usage of the BCS Network and may review any communications on its systems. BCS is able to override all passwords. Users do not have a privacy rights in the contents of their computer system, including messages sent, received, or stored on the email systems or in their use of the Internet. Students must follow the six conditions of being a good digital citizen:

1. **Glorify God.** I will glorify God through my actions. I will select online names that are appropriate; I will consider the information and images that I post online. I will consider the personal information about my life, experiences, experimentation or relationships I post. I will not be obscene or disrespectful.
2. **Protect Myself.** I will ensure that the information, images and materials I post online will not put me at risk. I will not publish my personal details, contact details or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will protect passwords, accounts and resources.
3. **Respect Others.** I will show respect to others. I will not use electronic mediums to antagonize, bully, harass or stalk other people. I will show respect for other people in my choice of websites, I will not visit sites that are degrading, pornographic, racist or inappropriate. I will not abuse my rights of access and I will not enter other people's private spaces or areas.
4. **Protect Others.** I will protect others by reporting abuse, not forwarding inappropriate materials or communications; I will moderate unacceptable materials and conversations, and not visiting sites that are degrading, pornographic, racist or inappropriate.
5. **Respect Intellectual Property.** I will request permission to use resources. I will suitably cite any and all use of websites, books, media etc. I will acknowledge all primary sources. I will validate information. I will use and abide by the fair use rules.
6. **Protect Intellectual Property.** I will request to use the software and media others produce. I will use free and open source alternatives rather than pirating software. I will purchase, license, and register all software. I will purchase my music and media, and refrain from distributing these in a manner that violates their licenses. I will act with integrity.

### **Copyright and File and Hardware Sharing**

1. Students are required to follow all copyright laws around all media including text, images, programs, music, and video. Downloading, sharing, and posting online illegally obtained media is against the Use of Technology policy.
2. Information obtained from the Internet as part of a research project must be attributed to its source, using a standard bibliography notation. Students and staff may not violate a

copyrighted source, or otherwise use another's person's intellectual property without his or her prior approval or property.

3. Spare Equipment and Lending—If equipment becomes inoperable, students are not to borrow other student's electronic equipment that is personally owned. They may utilize BCS owned equipment with teacher permission.

### **Warranty and Insurance**

BCS will repair or replace BCS damaged equipment resulting from normal use. All other breakages will be the financial responsibility of the student. BCS will make its best attempt to purchase replacement parts at the best possible price. However, BCS will not insure or provide any replacement of parts or services on personally owned equipment.

In no event shall BCS be held liable to any claim of damage, negligence, or breach of duty.

### **Summary**

This is a list of the more common things student and faculty and staff are specifically NOT permitted to do.




1. Download any files, especially music and videos, from the Internet, unless the material is free for commercial use and royalty free.
2. Use any form of "instant or private messaging" software.
3. Install any applications or software onto BCS computers.
4. Disable or modify any running tasks or services.
5. Transfer and/or store music files from any personal devices to the BCS equipment.
6. Play games, unless directed to by a teacher for educational purposes, at any time on the BCS computers including Internet-based game.
7. Use proxies or other means to bypass the content filtering systems in place and or defeat any setting that prevent the access of materials deemed and flagged as inappropriate by the blocking devices.
8. Use remote accessing software or hardware to take control of any network attached devices or workstations.
9. Remove License decals or inventory control tags attached to the systems.
10. Disrupt its use by other individuals by connecting to other network to perform any illegal or inappropriate acts, such as an attempt to gain unauthorized access to the systems on the network.
11. Everyone must honor copyrights and licenses, as well as the legal rights of the software producers or network providers.
12. Use another person's user account and any access of credentials is prohibited.
13. Anyone who inadvertently accesses an inappropriate site must immediately leave the site and report it to his/her teacher or supervisor.

# UNIFORM GUIDELINES

BCS students are required to follow our uniform policies. Uniforms may be purchased from Zoghby's using the guidelines below.

## BAYSHORE CHRISTIAN SCHOOL

### Girls, Grade 7-8

May be no shorter than 2" from top of knee cap			
	4 - 16 \$40.50 Half Sizes \$42.50		4 - 16 \$42.50 Half Sizes \$44.50
137 Kilt Wrap Skirt, Plaid 1B		907 Skort, Plaid 1B	
Required for Chapel			
	S/S 4 - 16 \$19.50 S/S Adult \$22.50 L/S 4 - 16 \$21.50 L/S Adult \$24.50		All Sizes \$26.50
White Oxford with BCS Logo on Left Collar	BCS	3/4 Sleeve White Blouse with BCS Logo on Left Collar	BCS
	S/S Youth \$19.50 S/S Adult \$22.50 L/S Youth \$21.50 L/S Adult \$24.50 <small>(Long sleeve female polos are available for order, but are not stocked at Zoghby's locations.)</small>		
White Female Polo with Bayshore Logo on Left Chest	 BAYSHORE CHRISTIAN SCHOOL	Youth \$79.50 Adult \$84.50	White Ankle Sock 3-Pack \$9.95
			
Lt. Grey T-Shirt with Heat Seal \$12.50 Green Mesh Short with Heat Seal \$14.50 Green Sweat Pant with Heat Seal \$16.50			Navy Knit Short (To be worn under kilt skirt) All Sizes \$9.50
		All Sizes \$4.15 / Pair	Navy Tights or Leggings Tights \$9.50 Leggings \$19.50

# BAYSHORE CHRISTIAN SCHOOL

## Girls, Grade 9-12

### Required for Chapel



White Oxford with  
BCS Logo on Left Collar

S/S 4 - 16	\$19.50
S/S Adult	\$22.50
L/S 4 - 16	\$21.50
L/S Adult	\$24.50

**BCS**

May be no shorter than 2" from top of knee cap



907 Skort,  
Charcoal Flannel

4 - 16	\$42.50
Half Sizes	\$44.50



White Female Polo  
with Bayshore Logo  
on Left Chest

S/S Youth	\$19.50
S/S Adult	\$22.50
L/S Youth	\$21.50
L/S Adult	\$24.50

(Long sleeve female polos are  
available for order, but are not  
stocked at Zoghy's locations.)



**BAYSHORE**  
CHRISTIAN SCHOOL



3/4 Sleeve White Blouse  
with BCS Logo on Left Collar

All Sizes	\$26.50
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**BCS**

### Required for Chapel



Navy Blazer with  
Bayshore Patch  
on Left Chest

Youth	\$76.50
Adult	\$86.50
Patch	\$6.00

Black & Grey  
Leather or Suede  
Saddle Shoes



Youth	\$79.50
Adult	\$84.50

White Ankle Sock OR  
Black Knee Sock

Ankle	\$9.95 / 3-Pack
Knee	\$4.15 / Pair

Black Tights  
or Leggings

Tights	\$9.50
Leggings	\$19.50

# BAYSHORE CHRISTIAN SCHOOL

## Boys, Grade 7-8

### Navy Shorts and Pants



4 - 7 \$18.50  
8 - 16 \$20.50  
Husky \$23.50

Pants Required  
for Chapel



4 - 7 \$20.50  
8 - 16 \$23.50  
Husky \$26.50  
Prep/Mens \$33.50

### Required for Chapel



4-20 \$21.50  
Adult \$24.50

White Long Sleeve Oxford  
with BCS Logo  
on Left Pocket

**BCS**



Lt. Grey T-Shirt with Heat Seal \$12.50  
Green Mesh Short with Heat Seal \$14.50  
Green Sweat Pant with Heat Seal \$16.50



S/S Youth \$19.50  
S/S Adult \$22.50  
L/S Youth \$21.50  
L/S Adult \$24.50

Grey Polo with  
Bayshore Logo  
on Left Chest



**BAYSHORE**  
CHRISTIAN SCHOOL

Black Belt,  
Plain or Braided



Plain \$11.50  
Braided \$14.50

### Required for Chapel

Clip-On, Self,  
or Bow Tie



Bow \$12.50  
Self \$14.50  
Clip-On \$14.50

### Black Leather Lace-Up

Optional



8.5 - 7 \$54.50  
7 - 13 \$62.50

### Black Tennis Shoe



All Sizes \$48.50

Black Dress Socks  
(Worn with Pants)



3-Pack \$9.95

Black Ankle Sock  
(Worn with Shorts)



3-Pack \$9.95



# BAYSHORE CHRISTIAN SCHOOL

## Boys, Grade 9-12



Charcoal Flannel  
Pants



4 - 7	\$27.50
8 - 16	\$29.50
Husky / Prep	\$33.50
Men	\$36.50

### Required for Chapel



White Long Sleeve Oxford  
with BCS Logo  
on Left Pocket

4-20	\$21.50
Adult	\$24.50

**BCS**

### Required for Chapel



Navy Blazer with  
Bayshore Patch  
on Left Chest

Youth	\$76.50
Adult	\$86.50
Men's 48+	\$86.50
Patch	\$6.00

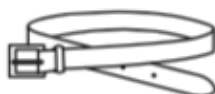


White Polo  
with Bayshore Logo  
on Left Chest

S/S Youth	\$19.50
S/S Adult	\$22.50
L/S Youth	\$21.50
L/S Adult	\$24.50



Black Belt,  
Plain or Braided



Plain	\$11.50
Braided	\$14.50

### Required for Chapel

Clip-On, Self,  
or Bow Tie



Bow	\$12.50
Self	\$14.50
Clip-On	\$14.50

Black Loafer



Youth	\$56.50
Adult	\$98.50

Black Dress Socks  
(Worn with Pants)



3-Pack \$9.95

Black Ankle Sock  
(Worn with Shorts)



3-Pack \$9.95

# BAYSHORE CHRISTIAN SCHOOL

## SWEATERS

### Girls and Boys

Outerwear may be embroidered with student's name or initials centered on the top back of the garment.  
Embroidery must match color of garment and be in "Goudy Bold" font.  
Name format may be Initials, Last Name, or First Initial and Last Name.

#### K5 - 12



Youth \$28.50  
Adult \$30.50



Navy Sweater Vest with  
Bayshore Logo on Left Chest

#### 7-12 Only



Youth \$28.50  
Adult \$30.50



Grey Sweater Vest with  
Bayshore Logo on Left Chest

#### K5 - 12



Youth \$30.50  
Adult \$32.50



Navy Pullover Sweater with  
Bayshore Logo on Left Chest

#### 7-12 Only



Youth \$30.50  
Adult \$32.50



Grey Pullover Sweater with  
Bayshore Logo on Left Chest

#### K5 - 12



Youth \$30.50  
Adult \$32.50



Navy V-Neck Cardigan with  
Bayshore Logo on Left Chest

#### 7-12 Only



Youth \$30.50  
Adult \$32.50



Grey V-Neck Cardigan with  
Bayshore Logo on Left Chest

# BAYSHORE CHRISTIAN SCHOOL

## OUTERWEAR Girls and Boys, All Grades



Youth \$15.50  
Adult \$17.50



**BAYSHORE**  
CHRISTIAN SCHOOL

Navy Sweatshirt with  
Bayshore Logo on Left Chest



Youth \$39.50  
Adult \$43.50



**BAYSHORE**  
CHRISTIAN SCHOOL

Navy Fleece with  
Bayshore Logo on Left Chest



Youth \$33.50  
Adult \$38.50



**BAYSHORE**  
CHRISTIAN SCHOOL

Navy Anorak with  
Bayshore Logo on Left Chest



Youth \$39.50  
Adult \$43.50



**BAYSHORE**  
CHRISTIAN SCHOOL

Navy Soft-Shell 317 Jacket  
with Bayshore Logo on Left Chest



Youth \$41.50  
Adult \$44.50



**BAYSHORE**  
CHRISTIAN SCHOOL

Navy Rugger with  
Bayshore Logo on Left Chest

Navy knit hat, navy scarf,  
navy gloves & navy mittens  
may be worn in cold weather.

K5-8 girls may wear  
navy leggings or tights.

9-12 girls may wear  
black leggings or tights.

# BAYSHORE CHRISTIAN SCHOOL

## SPIRITWEAR Girls and Boys, All Grades

MAY BE WORN EVERYDAY AS UNIFORM ITEMS



Columbia Navy  
Fleece Vest  
with Bayshore Logo

AS - 3XL \$44.50



Denim Blue  
Cozy Sweatshirt  
with Bayshore Logo

YS - YL  
AXS - 2XL \$48.50

MAY BE WORN ON SPIRIT WEAR DAYS



Grey Quarter Zip  
Pullover Sherpa  
with Bayshore Logo

AXS - 2XL \$47.50

MAY NOT BE WORN AT SCHOOL



Comfort Colors  
Long Sleeve T-Shirt  
with Bayshore Logo

YM - YL  
AS - 3XL \$23.50



Antigua Long Sleeve  
Plaid Button Down  
with Bayshore Logo

AS - 2XL \$44.50

## **UNIFORM INFRACTIONS**

On the first and second infractions to the uniform policy, students will be issued a uniform infraction slip and parents will be notified through RenWeb. On the third infraction, the student will miss class until the necessary uniform item can be brought to the school and the infraction corrected. Any classwork missed during this time will receive a zero.

### **Boys' School Clothing and Appearance:**

- a. Proper hygiene is required.
- b. All shorts must be hemmed to no more than 2 inches above the knee cap.
- c. Clothing or shoes with excessive wear (holes, bad stains, etc.) are not to be worn to school.
- d. Hair is expected to be neat, clean, and combed. L&R boy's hair is expected to be trimmed or styled above the eyebrows. The length should be no longer than mid-ear and off the collar. No hair accessories may be worn during the school day. No hair wraps, unnatural hair colors/shades, or other hair decorations are allowed at school.
- e. Boys' facial hair must be clean shaven.
- f. Students will be asked to remove any jewelry or accessories that become a distraction.
- g. Smart Watches must be turned off and remain in backpacks during school hours.
- h. Boys are not to have body decorations visible to others (tattoos, body painting, etc.).
- i. Only BCS outerwear purchased through Zoghby's may be worn on campus. On Spirit Dress days, students may opt to wear BCS Athletic outerwear purchased through BCS.
- j. No shirts are to be worn under the uniform shirt other than an appropriate white undergarment style short sleeve t-shirt. Nothing worn under the shirt can show.
- k. Shirts must stay tucked in throughout the school day.
- l. Belts must be worn every day (Kindergarteners do not have to wear a belt if their pants and shorts do not have belt loops.)
- m. Black 1-inch rib socks are to be worn with shorts. Socks are to be plain--free of logos, trim, monograms, etc. Dark dress socks are to be worn when long pants are worn.

### **Girls' School Clothing and Appearance:**

- a. Proper hygiene is required.
- b. Jumpers, skorts, and skirts must be hemmed to no more than 2 inches above the knee cap.
- c. Blouses must stay tucked in throughout the school day.
- d. Navy or Black modesty shorts are to be worn underneath skirts and jumpers (bike shorts or "Soffe" style shorts are recommended.). During the cold months, navy knee socks, navy tights, or navy leggings with 1-inch rib white socks may be worn.
- e. Clothing or shoes with excessive wear (holes, bad stains, etc.) are not to be worn to school.
- f. Hair is expected to be neat, clean, and combed. Hair ribbons or bows are to be Bayshore colors (blue, green, yellow, or white) and appropriate length (not too long). No hair wraps, unnatural hair colors/shades, or other decorations are allowed at school.
- g. Any jewelry (of any kind) worn by a girl is expected to be modest and not designed to draw excessive attention. Students will be asked to remove any jewelry or accessories that become a distraction.
- h. Nails should be neat, clean and trimmed and should not interfere with the student's classroom tasks.
- i. Girls are not to have body decorations visible to others (tattoos, body painting, etc.).
- j. Only BCS outerwear purchased through Zoghby's may be worn on campus during school hours and special school events. On Spirit Dress days, students may opt to wear BCS Athletic outerwear purchased through BCS.

- k. No shirts are to be worn under the uniform shirt except for appropriate short sleeve white undergarments. Nothing worn under a shirt can show.
- l. Socks are to be white ankle sock with 1-inch rib, plain, i.e., no trim, logos, monograms, etc.

### **DRESS CODE FOR P.E.**

7<sup>th</sup>-8<sup>th</sup> grade students wear the official BCS PE uniform and athletic shoes for PE class.

### **DRESS CODE FOR SPIRIT DAYS**

School spirit days will be observed monthly at Bayshore Christian School. On Spirit Days, students may wear their everyday uniform or they may choose to wear spirit dress. The guidelines for Spirit Dress are:

1. Shirt – Current year’s school-issued spirit day t-shirt only. With principal’s permission, in-season BCS athletic shirts and L&R House shirts may be worn.
2. Pants – Jeans or finger-tip length shorts (Girls may wear finger-tip length skirts). No athletic/running shorts, sweatpants, leggings, or jeggings.
3. Shoes – Tennis shoes preferred. No flip-flops. Open-toe shoes must have a heel strap. Low-heeled boots may be worn with jeans.
4. Outerwear –BCS outerwear purchased through Zoghby’s or BCS Athletic Outerwear purchased through BCS.

### **SEMI-FORMAL EVENT DRESS GUIDELINES**

#### **Girls Attire**

- Neckline should cover so there is not exposed cleavage. Tip: With your fingers interlaced together and thumbs hooked on top of your collarbone, fabric should touch your pinky fingers.
- Sleeveless dresses are acceptable, however if wearing spaghetti straps or strapless dresses a sweater or dressy jacket must be worn over the dress at all times.
- Dresses should not cling to the body as to accentuate any parts.
- Dresses should come no more than 2 inches above the knee (knee cap and back of the knee).
- Slits may come no higher than the top of the knee.
- Proper hygiene is required.
- Dresses may not be composed of see-through fabrics, or cutouts on any part of the dress between the neckline and knee.
- The backline/cut/drape should fall no lower than the middle of the back.
- If wearing a two-piece outfit, tops must cover waistline and not allow for any exposed midriff during the event. Skirts and tops will be acceptable; however, no shorts are permitted to semi-formal events.
- Dress shoes or dress sandals are required, please no flip-flops.

*\*Approval of dresses is not required; however, administration/faculty does reserve the right to send home any student due to inappropriate dress.*

#### **Boys Attire**

- Dress Pants should be worn, no jeans. Suits are acceptable.
- Collared dress shirt and tie or bowtie is required.
- Dress shoes or dress-casual shoes are required. Tennis shoes, sandals, or flip-flops are not acceptable.

## **FORMAL EVENT DRESS GUIDELINES**

### **Girls Attire**

- All dresses need to have some sort of straps. If a dress has spaghetti straps or halter top, a wrap or cover over the shoulders must be worn during the dinner but may be removed for dancing.
- Neckline should cover so there is not exposed cleavage. Tip: With your fingers interlaced together and thumbs hooked on top of your collarbone, fabric should touch your pinky fingers.
- Formal dresses should not cling to the body as to accentuate any parts.
- Slits may come no higher than the top of the knee.
- Dresses may not be composed of see-through fabrics, and bare skin should not be exposed between neckline and knee.
- The backline/cut/drape should fall no lower than the middle of the back.
- Dress shoes or dress sandals are required, please no flip-flops.
- Any student who does not meet these criteria will either be required to obtain outerwear that aids them in compliance or will not be allowed into the dance.

### **Boys Attire**

- Suits or tuxedos should be worn. Attire for boys at an evening formal event is typically of a navy or black color, but these colors are not required.
- Ties/bowties are required.
- Dress shoes are required, no casual or tennis shoes are acceptable.

## **CASUAL EVENT DRESS GUIDELINES**

- Jeans or shorts are allowed; however, shorts must have a zipper and a button, and come no higher than the position where fingertips touch when arm is extended down on thigh. (No athletic/running shorts are allowed, unless permission from administration is given.)
- Tank tops/sleeveless shirts will be acceptable, tops must cover waistline and not allow for any exposed midriff during the event.
- Skirts or dresses should come no more than 2 inches above the knee (knee cap and back of the knee).
- Attire should not be tightly fitted to the body.
- Shoes should be appropriate to nature of event.

# PARENT INVOLVEMENT

## **IN LOCO PARENTIS POLICY**

**Objective:** To ensure that parental authority over the education of their children is respected at Bayshore Christian School.

**Scope:** This policy applies to all teachers and staff who exercise authority of any kind over the students.

**Definitions:** *In Loco Parentis*: this phrase means "in place of the parents."

### **Guidelines:**

1. At all levels, the Bayshore Christian School Board, administration, teachers, and staff acknowledge that the school does not function above parental authority, but rather with delegated authority (*In Loco Parentis*) from the parents.
2. The school's implementation of our goals and vision statement is not intended to supplant the responsibility of parents before God for the nurture and education of their children.
3. The school will seek to fulfill the obligations we have with regard to this policy, and both our goals and vision statement, primarily through careful admission procedures, faithfulness to our stated educational mission, and biblical discipline.

## **COMMUNICATION BETWEEN PARENTS AND FACULTY**

Good communication between parents and faculty is essential. Teachers will communicate with parents regularly. This communication is important, but equally important, is everyone's family time. Parents may communicate with teachers via email or by sending a note with the student. Please be aware that teachers may not be able to respond until the following day or until the next workday, so please allow for an adequate response time. Teachers will not access their personal cell phones during the school day. Parents may request a call from a teacher by leaving a message with the school office, but a direct email to the teacher is preferred. In order to respect personal family time, parents are asked to refrain from calling teachers before school or after 7pm. Parent and faculty relationships should be collegial and supportive. Parents are expected to refrain from making unfounded accusations and assumptions or using abusive language in any form.

## **PARENT TEACHER FELLOWSHIP (PTF)**

The purpose of the Parent Teacher Fellowship (PTF) is to serve our teachers, students, and school staff in any capacity that will enhance the classroom environment and the overall educational experience. All parents of students at Bayshore Christian School are members of the PTF. The PTF President directs the BCS PTF with the assistance of room moms and committee chairs. All room moms are invited to attend monthly PTF planning meetings and to recruit other parents to become involved in the activities of the school. At least one parent from Logic School and one parent from Rhetoric School will be chosen as a representative of that part of the school to coordinate activities. These representatives will meet once a month to plan upcoming school-wide events and will work with the teachers and staff in planning special events. They will serve as the contact person in order to coordinate parent involvement. All communication must be informative and supportive of the BCS mission and of teachers.

The goals of the PTF include:

- Parents will be directly involved in their child's education.
- Teachers will receive direct support from parents.
- Parents will have a voice in the planning of events.
- Every parent will share in the labors of the ministry of the school for the common good of the students and to the glory of God.
- Parents and teachers will minister to one another spiritually, emotionally, and physically as members of one school family.
- Parents will set a living example of Christian love to the students through service.



Below are just a few ways parents can help facilitate our goals:

1. Assist in the classroom as needed.
2. Chaperone field trips.
3. Volunteer to be a substitute teacher.
4. Volunteer to assist office staff.
5. Volunteer to serve on various PTF committees.
6. Host class parties outside of school hours.
7. Encourage your child's progress by reading all teacher notes and student papers sent home.
8. Prepare occasional meals for teachers or invite them to join you and your family for dinner.
9. Promote and support Classical and Christian Education at BCS through conversations and community outreach.

## **PARENT-TEACHER CONFERENCES**

The following guidelines can be applied to almost any scheduled conference, but are specifically intended for use during regularly scheduled teacher conferences.

- Conferences should be scheduled through the school office.
- Conferences are normally limited to 20-30 minutes. If more time will be needed, another conference should be scheduled when the teacher and parent will have adequate time.
- If at all possible, both parents should attend all conferences. Mother and Fathers see things differently and frequently balance each other's opinions.
- If you have a concern or question related to your child's education, please come to conferences prepared to clearly and adequately explain your concern in order to avoid wasted time due to vague references. Being direct is helpful, however politeness and mutual respect is always expected.
- Do not discuss another student in the class.

## **QUESTIONS, COMPLAINTS, AND GOSSIP**

It is our expectation that graciousness, respect, and **a refusal to gossip** should characterize the relationship between our faculty, staff, and parents. Questions and complaints inevitably arise even in a well-run school. It is important that these be handled courteously and promptly. *To grumble or gossip about a problem or issue with a person other than the person involved is unhealthy, unfair, and unbiblical.* Parents are asked to go directly to the teacher with their questions if their child has a need or problem. In most cases, it is the teacher who can help to resolve classroom or school issues rather than other parents. Parents are also strongly urged not to engage in speculations among themselves as to a student's, teacher's, or principal's motives or intent.. When in doubt, ask the person directly involved.

The following steps are an application of the biblical principle recorded in Matthew 18 for the resolution of problems among Christians. This is the way all problems will be handled at Bayshore Christian School:

1. Request a conference with the teacher and meet privately to seek the resolution, with a spirit of reconciliation. Both want the good of the child and are not in an adversarial position.
2. If the issues remain unresolved, the teacher and the parent should meet with the L&R Principal. Any required subsequent meetings would include the Head of School.
3. If still unresolved, the L&R Principal will present the matter to the School Board chairman. He will call upon the parties involved as seems warranted, all in the spirit of reconciliation.
4. If the issue is a school-wide issue (not specific to your child's classroom), then the appropriate person to speak with is the L&R Principal.
- 5.

**The principle underlying this procedure is clear: Solve each complaint with the persons directly involved with an attitude of cooperation and graciousness at the lowest level possible, moving the matter up the chain of authority only as needed.**

### **The Matthew 18 Principle**

*Matthew 18:15-16 “If your brother sins against you go and tell him his fault, between you and him alone. If he listens to you, you have gained your brother. But if he does not listen, take one or two others along with you, that every charge may be established by the evidence of two or three witnesses.”*

“...and after talking to all those other moms, I found out that I’m really not the only parent in the class who feels this way about Mrs. Burkstock’s science test last week. In fact, after I told them my concerns, several parents said they felt exactly the same way but were not sure if they should say anything to her. I mean, nobody wants to hurt her feelings. You know what I mean?”

With seemingly kind intentions, this parent really meant that gossiping is a whole lot easier and less awkward than confronting a teacher with his/her concern. “He who goes about as a slanderer reveals secrets, therefore do not associate with a gossip.” Proverbs 20:19. But surely there was no slander intended; she only wanted to see if others “felt the same way.” And what “way” was that? At bottom, these parents believed the teacher had made a poor call, a significant lapse in judgment, in giving the test.

So, what’s wrong with a few parents comparing notes about a teacher’s (or administrator’s or board’s) actions, without consulting him/her? Don’t they have the right to do that? After all, the teacher is teaching their children.

In Matthew 18, Jesus directly addresses situations where a sin is suspected or has been committed (vs. bad judgment calls), but as with many portions of Scripture, certain principles can be inferred. Gossip or slander is addressed frequently in the Bible, from Proverbs to James. (James devotes all of chapter 3 to damage the tongue can do.) If the purpose of Jesus’ words in Matthew 18 is to avoid groundless rumors and slander, what is the point of going to a person privately? By going first to the person under suspicion, gossip (a sin) is avoided. Besides, by going first to the appropriate person, both sides of an issue can be heard, and most often it is discovered that at least part of the concern was based on inaccurate information and the problem can be resolved (i.e., children don’t always give all sides of a story).

Far more damage than good is done when people discuss a concern with everyone except the person who can do something about it. Christian school staff members, like most folks are susceptible to the hurt that comes from discovering others have been talking behind their backs; almost always an immediate feeling of betrayal results.

On the other hand, many parents feel apologetic when they bring a concern directly to a teacher. They fear being regarded as complaining or being a nuisance. Nothing could be further from the truth. By going directly to the source, they have acted biblically and have avoided complaining to others, which is the real nuisance.

When a shared spirit of trust and application of the principle in Matthew 18 exists in a school setting (or any setting), rumors and gossip rarely get a toehold. When the opposite happens, i.e., parents and teachers slander others in the name of concern, even Christian schools can be (and have been) destroyed. The enemy of our souls frequently works to poison a Christian institution from the inside out, not from the outside in. Jesus’ wisdom still applies today: He is sovereign Lord over our schools and our private

lives.

*Colossians 3:12-14 “Put on then, as God’s chosen ones, holy and beloved, compassion, kindness, humility, meekness, and patience, bearing with one another and, if one has a complaint against another, forgiving each other; as the Lord has forgiven you, so you also must forgive. And above all these put on love, which binds everything together in perfect harmony.”*

# SAFETY PROCEDURES

## ON CAMPUS VISITORS

All on-campus visitors **must** report to the office in the main school building and receive a pass before visiting any other part of the school campus. Items to be dropped off to students (lunches, jackets, etc.) must be brought to the main office.

## SCHOOL TRAFFIC PROCEDURE

### Before-School Care

BCS will offer Before-school care to any student arriving between 7:00-7:30 a.m. for a set fee. Parents may walk their child in or students may be dropped off and proceed directly to the gymnasium for adult supervision. Students will be dismissed to their homeroom class at 7:30. A monthly bill will be assessed to the parent's FACTS account.

**Morning:** We will begin accepting students at 7:30 am. *Please do not leave your students outside of the school prior to 7:30 am.* Students who are dropped off before 7:30 am should report to Before-Care, and FACTS accounts will be billed accordingly. The doors will close and will be locked promptly at 7:55am when the Grammar School bell rings. L&R students who arrive after the 7:50am L&R bell rings and are tardy will need to sign in at the school office to receive a tardy slip.

**Afternoon:** The dismissal bell will ring at 3:00pm for Grammar students and 3:15pm for L&R students. GS Carline will begin at 3:05pm and L&R Carline will begin at 3:20pm. Vehicles should have their family name card displayed prominently in the windshield or window. The carpool name cards are distributed at Parent Orientation Night the week before school starts in the fall. If you have a grandparent or family friend picking up in carpool, please make sure they have your name card displayed. Otherwise, they will be asked to park and walk into the school to check out the student. The school office can provide additional name cards. Students who have not been picked up by 3:30 will be escorted to After-Care, and FACTS accounts will be billed accordingly.

**Watch your speed (and the car in front of you!).** When in the carpool line, please remember that the car line is not a place for a conference with a teacher or principal. In addition, the carpool line is not the place for a cell phone conversation as this can put our students at risk. Parents are asked to please refrain from cell phone usage during car line. Every effort will be made to ensure the carpool process moves as quickly and safely as possible – we appreciate your cooperation.

### After-School Care

After-school care is offered from 3:00-5:30pm to any student remaining on school grounds after the completion of afternoon car-line for a set fee. No student may remain at the school unsupervised. A monthly bill will be assessed to the parent's account through Masters Center billing.

## EMERGENCIES/SCHOOL CLOSINGS

From time to time the school will be closed due to bad weather (hurricanes, etc.). The school will use various means of communication with parents to alert them when the school is closed and open surrounding these extraordinary events, generally through parent alert texts from the school office. After hurricanes, we will put school opening information on local TV stations, beginning with WKRG 5. ***In bad weather situations, Bayshore Christian School will follow Baldwin County Schools closings. Any exception to this will be communicated directly to parents through the school office.***

## LUNCH AND SNACK

### LUNCHES/SNACKS

Students should bring a healthy and simple snack (e.g., fruit) and lunch to school. Parents are asked not to send sugary snacks, sodas, candy, etc., in your child's lunch or snack. No gum is allowed. **BCS is a peanut-free school. Please do not bring any foods containing peanuts to school.** Refrigerators and microwaves are not available, so please prepare a lunch that will not require additional preparation. Hot lunches will be available for purchase. Hot lunches may be ordered and payment made via RenWeb at the beginning of each month. Approved snacks will be sold at the BCS Snack Cart.

# FIELD TRIP GUIDELINES

## FIELD TRIP POLICIES

In connection with their studies, students may travel off campus for 1-3 field trips each year. These off-campus experiences are sources of enjoyment for the students and are designed to expand and motivate their learning. Parental permission slips must be signed and received by the teacher. Dress for field trips will typically be the BCS chapel dress uniform. For specific casual field trips, the teacher may allow an alternate dress code.

## EXPECTATIONS OF STUDENT BEHAVIOR

- a. All standards of behavior expected of students while on our school campus apply to field trip situations.
- b. Students should show utmost respect to all with whom they come into contact on field trips, including parent drivers, tour guides, and chaperones. Students should at all times seek to act courteously, doing what would be pleasing to God.
- c. Cell phones may be allowed on some L&R field trips, depending upon the nature and length of the field trip and at the teacher's discretion. A specific instruction sheet will be provided for each field trip. At the teacher's discretion, other personal electronic equipment such as personal music players, hand held gaming devices, etc., might be allowed on extended field trips (overnight). Our primary goal will be to encourage students to interact socially with everyone in the car or group.

## TRANSPORTATION

The BCS bus will be used to transport students on field trips whenever available. When the bus is unavailable, BCS will depend on the involvement of our school parents for transportation. Parents are invited to chaperone fieldtrips and other off-site events. We appreciate parents taking the time to support the school and its activities in this way. Drivers and chaperones are asked to adhere to the following guidelines:

### General Instructions:

- Parents should keep their cell phone with them during the field trip. In case of illness or an emergency, please notify the school immediately: (251) 929-0011.
- It is important for volunteers to realize that they are acting as Christian role models for our students. Please be an example by demonstrating maturity in actions, attitudes, and dress. A classroom teacher will be in charge of each field trip and will direct the volunteers as to what is expected of them.
- Only those parents who have signed up in advance as drivers or chaperones may attend. (No last-minute sign-ups.)
- Only children enrolled in the class or activity may attend. Under no circumstances may guests or siblings attend a field trip unless the trip is announced as a special family event and other siblings are specifically invited. Many of our field trip destination institutions, especially commercial businesses, will not allow smaller children to accompany the field trip. Please do not make arrangements for someone else to meet you at the field trip or event site with siblings. We believe that it is nearly impossible for a mother of a small child to give that child the proper attention and also be able to give the necessary vigilance to supervising a group of field trip students. The first responsibility of each volunteer is to the students being supervised. Thank you for understanding our priorities.
- Chaperones are responsible for the behavior of those students assigned to them. In private vehicles, the driver is responsible for children's behavior. In school rented vehicles, the teacher is responsible, with help from volunteers. If you are experiencing difficulties, please report the problem immediately to the teacher or other supervising adult. Do not allow rowdiness, disrespect, inappropriate voices, etc. Do not allow dangerous or potentially dangerous behavior on the trip.
- Chaperones should make it a special point to remain with the students for whom they are responsible. They should keep the students who rode with them close to them. They should vigorously resist the temptation to group with other adults while allowing the students to "do their

own thing.”

- Chaperones should enjoy the students! However, if a problem arises with any student, he/she should be taken to the teacher or supervising adult.
- Chaperones should know exactly how many students are in their small group and count, count, count, all day! They should keep a roll if necessary. They should ensure that all students are present before moving from one place to another (especially when heading home).
- Students are to return with the same person and vehicle that transported them to the event. Exceptions to this can be made only by the Principal or the sponsoring teacher.
- The use of electronic devices on field trips is discouraged in order to foster Christian fellowship, the art of conversation, and relational skills among the students.
- Drivers and chaperones should refrain from purchasing special treats for the children they are supervising unless all the children in the class benefit equally.
- If parents have questions about any aspect of the field trip, expectations of drivers/chaperones, or expectations for student behavior, they should ask for assistance from the teacher or other person in charge.

### **Additional Instructions for Driver Chaperones**

- Should the bus be unavailable, parents will be asked to drive.
- Please allow the teacher to make vehicle assignments for students. If you have a suggestion or preference, please let the teacher know a day ahead of time so this can be taken into consideration. Teachers sometimes have special reasons that they may not be free to explain for assigning specific seating arrangements. You will be provided with a list of the names of the children being transported in your vehicle.
- Please arrive at school at least ten to fifteen minutes before departure time. Schedules are sometimes tight.
- Seatbelts must be worn at all times in personal vehicles. It is for this reason that children may be transported only in the cabs of pickups or other types of trucks. Note that only one child is permitted per working seat belt.
- Please be sure that you understand the route to be taken. The teacher will provide a map and/or directions. Please stick to the assigned route to and from the field trip. Do not take a “better” way or stop for snacks unless this is part of the teacher’s plan.
- It is expected that you will obey all traffic laws including maintaining speed limits.
- When traveling in cars the group will “caravan” together. At no time should cars pass the “lead car” or take “side trips” away from the caravan. Nor should you take “chances” to keep up with the caravan such as entering an intersection when the light is already yellow.
- Please call the school right away if you experience car trouble or become lost. If someone has been hurt or is ill, and the teacher is not readily available for consultation, please call the school for instructions. The school number is 929-0011.
- Children must enter and leave the vehicle from the curbside unless the vehicle is in a protected parking area or driveway.
- Children must not be left unattended in a vehicle.
- Students should not eat or drink in your car without your permission. They have been instructed to use quiet voices when talking and to keep their hands/feet to themselves. If any student does not cooperate, please inform the teacher.
- Drivers are expected to encourage fellowship during the drive by refraining from showing movies, providing hand held games, and listening to secular music.

# **HOUSE SYSTEM, CLUBS, ATHLETICS, AND EXTRACURRICULAR ACTIVITIES**

## **HOUSE SYSTEM**

The house system at Bayshore provides opportunities for student fellowship, leadership, and discipleship across grades in the Logic and Rhetoric School. Bayshore has four houses in each of the Logic and Rhetoric schools, named for the four elements of classical science: Domus Ignis (Fire; theme virtue: fortitude), Domus Aurae (Air; theme virtue: prudence), Domus Aquae (Water; theme virtue: temperance) and Domus Terrae (Earth; theme virtue: justice).

## **HOUSE SORTING**

New students will be sorted into houses at the beginning of each school year. While efforts will be made to keep the number of students equal between the houses, students will otherwise be sorted randomly, trusting in God's providence to place students in the house that will be best for them.

## **STUDENT LEADERSHIP**

Each house will have two student leaders, or prefects. These prefects will be responsible for facilitating house meetings, communicating with their house members, organizing house activities, establishing and maintaining house traditions, bringing student concerns to the school faculty and administration, and providing general leadership to their house and the student body. Typically, prefects will serve a term of one year, and, if possible, each house may have one returning prefect each year.

Each house will have one senior student serving as a House Captain over the other prefects and their house. These student leaders will be nominated each spring by fellow students in their houses, and then chosen by the faculty from the nominated students. House Prefects will be nominated and selected on the basis of Christian character and leadership ability, and nominees for the House Captain for each house must have served as prefects and must have demonstrated exemplary character and leadership ability.

Every faculty member will be assigned to a house as one of its faculty mentors. Every house will have at least one full-time faculty member assigned to it. Full-time faculty members are expected to attend and help the student prefects facilitate the house meetings. In addition, full-time faculty members are expected to guide their students in the organization of the house events and service projects and to participate and lead their students in these events. Part-time teachers are encouraged to be as involved with their house as their schedule permits. All teachers are expected to pray for and provide general mentorship and discipleship to students in their house.

## **PARENT LEADERSHIP**

Aside from house lunches, parent chaperones must be present at all house events in accordance with normal school policies.



## HOUSE EVENTS

Each house will meet on a regular basis. The school will also have one major house event per quarter, with each quarterly event hosted by a different house. In addition, each house should complete one service project each semester. Other events or game days may be held through the course of the year, and one final house field day will be held at the end of the year. Official house events that take place off-campus will require a parent/guardian check-in and checkout at the event and all normal school field trip procedures regarding forms, drivers, and chaperones must be followed.

## EVENT EXPECTATIONS

Events at Bayshore Christian School are designed to promote a healthy social entertainment in the framework of Christianity. Students attending any BCS event should be expected to follow the established expectations to help insure a pleasant and moral atmosphere.

- Upon arrival to any school sponsored event, students are to remain in the confines of that event, whether it is an on campus or off campus event.
- Students may not leave an event without permission from the teacher/staff member who is in charge of the event.
- Basic School Protocol Guidelines for behavior, as stated in our handbook, will apply for any event.
- Dress guidelines must be followed for Semi-formal and Formal events as described in the Dress Code section of this handbook.
- Only Bayshore students may attend events unless specific invitations have been granted for outside students to attend.
- Official house events that take place off-campus will require students to turn in permission forms, and all normal school field trip procedures regarding forms, drivers and chaperones must be followed.
- Any students absent from school on day of or before event due to sickness will need to follow our “Healthy Policy” from our handbook in order to attend the event and not jeopardize the health of other students.
- Any students serving an out of school discipline on day of event will not be permitted to attend the event, unless otherwise granted permission from L&R Principal.
- Cell phones are allowed at all events, however, in the encouragement of socialization we ask that students do not use them as a means of entertainment during the event.
- Guidelines distinguished in the handbook referring to “Public Displays of Affection” should be followed at any event, outside of the realms of dancing at the Homecoming, Cotillion, Protocol, and Spring Formal dances.
- Bayshore Administration reserves the right to add or alter any guidelines with no advance notice.

## HOUSE POINTS SYSTEM

The four houses will be involved in competition throughout the year. Their house totals will result in awarding a house winner at the end of each year. At their discretion, faculty members may award points to students for various reasons, including recognition for exemplary behavior or performance, review games in class, and at various house events and competitions. Faculty members may also deduct points for various infractions including tardiness, inattentiveness, neglecting assigned house duties, and other types of negative behavior. As a general guideline, no more than 10 points would typically be awarded to an individual student for a single academic achievement during the year (such as one excellent grade or exemplary behavior), and a house would earn no more than 25 points during a review game in a single class session. Answering review questions will generally earn 1-2 house

points. Unexcused tardiness will result in a deduction of 5 house points and speaking out of turn will typically result in a deduction of 2-5 house points. An infraction requiring an individual meeting with the teacher or a trip to the office will result in a deduction of 10 points. Higher point values will be awarded for awards on Awards Day and assigned as incentives for various house competitions and games at the discretion of the Head of Houses.

### **CLUBS AND LEADERSHIP**

All BCS students are encouraged to join established BCS clubs in order to develop leadership in their general areas of interest. BCS offers membership into the Latin Club, Math Club, and the National Honor Society. Any student or parent may make a written request to the L&R Principal for a desired club or activity. Upon approval, new clubs and activities may be added to the BCS program. Clubs that place an emphasis on leadership, scholarship, and community service will be approved.

### **NATIONAL HONOR SOCIETY**

The National Honor Society is a premier scholastic organization for high school students. At Bayshore Christian School students in grades 10-12 who have a cumulative GPA of 3.60 or higher at the end of the fall semester qualify to begin the candidate process to join NHS. This very competitive selection process requires the following:

1. Completion of a candidate packet, providing evidence of leadership, character, and service via an essay.
2. Two recommendations from Bayshore teachers, coaches, staff, or administrators.
3. A five-member faculty council will select only the most highly qualified candidates who demonstrate the four pillars of NHS: scholarship, leadership, character, and service.

### **BCS AMBASSADORS**

The BCS Ambassador Program is part of the Office of Admissions' outreach program to prospective parents and students, and aligns with the school's focus on student leadership, school spirit, and personal expression. Founded in 2016, the program will offer Student Ambassadors unique opportunities to develop leadership and communication skills in service to the school and the community. Through an application process, the Office of Admissions selects students from those currently enrolled full-time in grades in 10-12<sup>th</sup> grades at BCS with the desire to represent the school as they engage with school visitors. Student Ambassadors regularly conduct campus tours, speak at school and other events, and represent the school in the community. Ambassadors will receive leadership training and develop strong communication skills throughout the course of the program.

### **LATIN CLUB**

The Bayshore Christian School Latin Club exists for the purpose of promoting the study and enjoyment of Latin and the classical world and for the purpose of training students to compete at the state and even national level in Junior Classical League competition. The club is open to members who are taking or have taken Latin at the L&R level. Each year, the BCS Latin Club will prepare for competition in Certamen (quiz-bowl) and other events at the local and state levels, will host local events to promote enthusiasm for the study of the classical world, and will help to plan and compete in the Alabama Junior Classical League convention in the spring.

## **MU ALPHA THETA**

Mu Alpha Theta is a national high school mathematics honor society whose purpose is to provide recognition of superior mathematical scholarship and to promote mathematical activities and competition. All rhetoric school students may attend math club meetings and participate in math competitions. However, membership in the honor society requires completion of Algebra 1 and Geometry and enrollment in Algebra 2 or higher, a 3.0 or higher GPA in all math coursework, and the recommendation of the BCS math department. Members should demonstrate a love for mathematics, attend monthly meetings, and participate in competitions whenever possible. Additional leadership opportunities in the organization exist in the roles of president, vice president, treasurer and secretary. These officers are elected by the majority vote of active members. The induction of new members takes place in the fall. Mu Alpha Theta is student-led with the assistance of faculty advisor, Mrs. Werneth.

## **THEATRE CLUB**

The Bayshore Christian School Theatre Club serves as an outlet for our thespians to develop the necessary skills to be successful on stage. Our students learn to explore character development, develop stage presence, build confidence, hone their memorization skills, foster creativity through set design, costume design, and stage make up. Students are also able to expand their technical knowledge of lighting, graphic design, and directing. These skills are then demonstrated through our fall and spring productions each year.

## **ATHLETICS**

All Bayshore Christian School students participating in extracurricular activities must maintain an 70 or above in each subject at the end of the quarter (grading period) preceding the start of a sport season. An athlete who begins the season fully eligible may “lose” eligibility during that sport season if midseason quarter grades fall below 70 in any subject. Any student who is in danger of losing academic eligibility will be required to meet with the L&R Principal and the Athletic Director for counseling and will be placed on academic probation. The L&R Principal and Athletic Director will determine an intervention plan for a student placed on academic probation. The L&R Principal will determine if or when academic probation is lifted. Loss of eligibility or participation during a season could impact eligibility in subsequent seasons.

## **AHSAA ELIGIBILITY RULES**

BCS is a member of the Alabama High School Athletic Association. Any BCS student who participates in athletics must meet the AHSAA eligibility requirements below.

### **What every parent should know about the AHSAA Academic Rule:**

A 10th, 11th or 12th grade student must have passed a minimum of six units of work (including any four core courses) with a composite average of 70 for those six units during the preceding two semesters of attendance. Any four core courses must be included in the six passed and averaged. – A maximum of two units (subjects) may be earned in an accredited summer school and/or Credit Recovery. – All students must be taking six units of work (ones not previously passed) during the current year (seniors on track for graduation fall under different guidelines). – An 8th or 9th grade student must have passed a minimum of five new subjects with a composite average of 70 and must have been promoted to the next grade.

### **What every parent should know about the Transfer Rule:**

- A returning BCS student is eligible for sports at the beginning of each new school year.
- Students entering the seventh grade for the first time are eligible where they enroll.
- A student who is enrolled in one school then leaves and enrolls in another school at any time after beginning the seventh grade is a transfer.
- Transfer students who move into Fairhope city limits and immediately enroll in BCS are eligible upon enrollment.
- Transfer students who previously attended Fairhope public schools at any time after the beginning of 7<sup>th</sup> grade must attend BCS for one full calendar year in order to establish athletic eligibility.
- Transfer students who live outside of Fairhope city limits must attend BCS for one full calendar year in order to establish athletic eligibility.
- Before transferring from one school to another, always check AHSAA eligibility rules.

### **What every parent should know about the Outside Participation Rule:**

A student may not participate on a non-school team or in an outside sport activity (including camps, tryouts, showcases, etc.) in his/her sport during the school sport season, with the following exceptions:

- Students in track, cross country or wrestling may participate as an independent only in two outside activities with no loss of school time during the season in that sport.
- A student in soccer who participates in an Olympic Development Program may take part in one evaluation per month during the school soccer season.
- Students in tennis, golf and swimming are exempt from this rule but must compete only as an independent, not part of a non-school team.
- Private individual instruction is not considered an outside sports activity. Private individual instruction is one-on-one instruction between one athlete and one instructor and cannot be instruction with another player or groups of players. – A team's school sports season begins the day of the first contest and ends when the team's season has been completed.

## **STUDENT EXTRACURRICULAR ACTIVITIES**

All students participating in BCS extra-curricular activities must maintain a 2.5 grade point average in each core subject in order to remain in the activity the following quarter.