

CHRISTIAN JR/SR HIGH SCHOOL STUDENT HANDBOOK 2018-2019

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Thank you to Noelle Walker for the cover art,
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General Philosophy Statement

Relying on God's Word as the primary source of truth and meaning, Christian Unified Schools of San Diego's foundation is based on Biblical principles. God's Word provides perspective from the past, context for the present, and direction for the future.

Christian Unified Schools of San Diego believes that Jesus Christ is the Truth (John 14:6) and in Him as revealed in God's Word, lives can be sanctified (John 17:17) and set apart to glorify God (I Corinthians 6:20). In accordance with the Articles of Faith and Practice (attached), CUSDD seeks to integrate faith with life and learning from a Biblical point of view by providing a coherent academic foundation within a consistent method of thinking. This includes the concepts that all people are:

- Made in the image of God – physical and spiritual beings: creative, independent, thinking and capable of having a relationship with God and others
- Fallen and sinful
- Redeemable – saved by Jesus' crucifixion and resurrection
- Valuable – unique, having purpose and free will, able to pursue interests and love
- Flesh and blood – who possess physical, emotional, spiritual, intellectual, and social strengths and weaknesses.

Family Statement of Faith

- The Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired, inerrant, plenary, 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 CUSDD's faith, doctrine, practice, policy, and discipline, Shadow Mountain Community Church is CUSDD's final interpretive authority on the Bible's meaning and application.
- We believe that there is one God eternally existent in three persons: Father, Son and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, in His virgin birth, and His sinless life, in His miracles, in His vicarious and atoning death through the shedding of His blood, in His bodily resurrection on the third day, in His ascension to the right hand of the Father, and in His personal pre-millennial return to rapture His Church before the Tribulation and His glorious appearing to set up His Millennial Kingdom.
- We believe that salvation is by grace alone through faith, apart from works by the merit of the shed blood of Christ, and that the born-again believer is eternally secure in Christ.
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
- We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
- We believe in the spiritual unity of believers in our Lord Jesus Christ.
- We believe in the individual priesthood of the believer.
- We believe life begins at conception.
- We believe that the term "marriage" has only one meaning; the uniting of one biological man and one biological 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 biological man and a biological 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.
- We believe that the Scripture dictates standards of sexual behavior. The unique roles of the male and female are clearly defined in Scripture. Any promiscuity, homosexuality, gender identity issues or other deviations from Biblical principles is a sin that is offensive to God (Matt. 5:18-19; I Cor. 6: 9-10, 19-20; Eph. 5:3-5; 1 Thess. 4:3-8).

Core Values

TEACHING STUDENTS TO ATTAIN THEIR FULL POTENTIAL IN GOD.

Christian Education from the Word of God, subject to God's sovereign and providential purpose, brings students to their full stature in Christ. *Genesis 1: 1, 26-28; Isaiah 54:13-17; Revelation 4:11*

TEACHING STUDENTS SELF-GOVERNMENT UNDER GOD

Christian Education internalizes and applies Biblical principles for the government of home, school, and nation thereby framing the proper response of students to God. *Romans 3:23; John 3:16; John 16:13*

TEACHING STUDENTS TO COMMIT THEMSELVES FULLY TO GOD.

Christian Education challenges students spiritually, morally, socially, physically, and academically, to consider how they govern themselves, their habits of work and scholarship, their insight and knowledge of God's providence, and their character development in light of each student's commitment of faith in Christ. *Mark 12:30, 33*

TEACHING STUDENTS IN PARTNERSHIP WITH PARENTS, FACULTY, AND THE LOCAL CHURCH.

Christian Education in a cooperative effort between parents, faculty, and the local church develop the spiritual, environmental and intellectual culture necessary to sound learning. Parents authorize both school and church to inspire, cultivate, consecrate, and instruct their children. By necessity, every teacher who teaches from a Biblical philosophy of schooling must exemplify the excellent teaching gifts and qualities of character and scholarship worthy of a wholehearted

commitment to Christ. All teachers must represent the spirit and discipline of their calling and embody the very goals they teach their students. *Deuteronomy 6:6-7; Galatians 6:6; James 3:1.*

TEACHING STUDENTS TO THINK, LEARN, AND LIVE AS EFFECTIVE CHRISTIAN PEOPLE.

Christian Education enlightens the understanding, corrects the temperament, forms the habits and manners, and prepares students for useful service. From a Christian worldview of presuppositions consistent with absolute Biblical truth, students learn to discern right action and thinking from which they then exercise a proper role in their families, the Body of Christ, and as citizens of the United States of America. *Romans 12:1-2; I Timothy 4:15.*

Christian High School Student Commitment

I understand that attending Christian High School is a privilege with accompanying responsibilities and therefore, I agree:

1. To faithfully support Christian High School through a positive attitude and with prayer;
2. To uphold our unique Christian philosophy of education, and the mission and purpose of Christian High School;
3. To regularly participate in a local church.
4. To accept the disciplinary authority of teachers and administrators who discipline within the standards of conduct established by Christian High School;
5. To cooperate and support teachers and administrators in the enforcement of the policies of Christian High School;
6. To discuss school problems only with the people involved (student, parent, teachers, or administrator) and not with those who are not involved (Matthew 18:15).
7. To not participate in, or tolerate profanity, obscenity in word or action, nor dishonor God and His Word, nor disrespect any school personnel, parents or other students.
8. To complete class and homework assignments on time, to the best of my ability;
9. To pay assessments to cover damage to the school or property of others which I cause;
10. To uphold the academic integrity standards as outlined in the student handbook;
11. To follow the student handbook and abide by the stated guidelines.

Each student at Christian High School has read and signed this commitment form with the understanding that a student may forfeit the privilege of attending Christian High School should he/she fail to comply with the established regulations, discipline, and obligations of Christian High School

TABLE OF CONTENTS

General Philosophy Statement.....	2
Family Statement of Faith	2
Core Values	2
Christian High School Student Commitment.....	3
GENERAL INFORMATION.....	6
Hold Harmless Clause	6
SCHOOL POLICIES.....	6
Lockers	6
Driving and Parking Regulations.....	6
Student Insurance.....	6
Announcements/Advertisements/Signs/Banners.....	7
Illness or Emergencies	7
Lunch.....	7
Solid Rock Cafe.....	7
Transportation.....	7
Electronic Devices/Personal Property.....	7
Investigative Policy	7
Search Policy/Drug and Alcohol Testing.....	8
Zero Tolerance Policy.....	Error! Bookmark not defined.
Visitors	9
Withdrawals.....	9
Work Permits	9
ATTENDANCE POLICIES	9
Absences.....	9
Athletic Attendance Reminder.....	10
Excessive Absence Policy – Loss of Academic Credit.....	10
Leaving Campus During School Hours	10
Seniors:.....	10
Class Schedule.....	10
Tardiness.....	10
LIBRARY MEDIA CENTER INFORMATION.....	11
STUDENT AFFAIRS.....	11
Chapel.....	11
Extracurricular Activity Policies.....	11
Student Government	11
Clubs.....	11
Fund Raising.....	11
Honor Societies.....	11
Interscholastic Opportunities	12
Banquets	12
ACADEMIC POLICIES	12
Graduation Requirements – High School	12
College Preparatory Curriculum	12
Graduation Requirements – Junior High.....	12
Transfer Students.....	13
Class Requirements	13
Schedule Changes.....	13
Credit for Classes Outside of Christian High School (On-Ground and Online).....	13
Grade Scale.....	14
AP Courses	14
Bible Grades	15
Final Exams	15
Senior Final Exams.....	15
Make-up Work.....	15
Make-up Work and School Activities.....	15
Academic Probation.....	15
Summer Reading	15
Standards/Format for Writing Papers.....	15
Controversial Issues.....	16
Credit for Late Assignments	16
Extra Credit.....	16
Time on Tests	16
Grade Adjustment for Move from Honors/AP/Advanced to Regular	16
Definition of an Honors Class.....	16
Retesting	16

Take-Home Tests.....	17
COUNSELING AND GUIDANCE	17
Administrative Procedures for Potential Accommodations Request to Provide Specialized Academic Instruction for CJHS/CHS	17
Students with Documented Learning Accommodations	17
Recommendations for College Applications.....	17
Transcripts	17
Records	18
Directory Policy	19
ATHLETICS	19
Philosophy	19
Commitment	19
Athletic Opportunities.....	19
Physical Exams/Sports Insurance	19
Eligibility	19
Athletic Attendance Reminder.....	20
STANDARDS OF CONDUCT	20
Philosophy of Discipline.....	20
Academic Integrity	20
Human Dignity (Harassment)	20
Social Media	21
Detentions	21
Saturday School	21
Referral	21
Behavioral Probation Contract.....	21
Citizenship Grades.....	22
Off-Campus, Vacation and Out-of-School Behavior	22
DRESS CODE POLICY	22
Clothing	22
Outerwear	23
Shoes.....	24
Hair	24
Accessories	24
Jewelry, Tattoos and Body Piercing	24
Patriot Friday Dress Guidelines	24
Free Dress Guidelines.....	25
Patriot Dress Guidelines	25
Banquet Dress.....	25
Baccalaureate and Graduation Dress Code Guidelines	25
Enforcement.....	26
Exceptions	26
Physical Education Dress Code	26
Message to Parents	26
CHRISTIAN JUNIOR HIGH/CHRISTIAN HIGH BEHAVIORAL CODE	26
Demerit Policy.....	26
Attendance-10 Absences.....	27
Campus/Classroom Disruptions.....	27
Cheating/Attempting to Cheat	27
Deception.....	29
Defiance of Authority	29
Destruction of Property/Vandalism	29
Disrespect	29
Dress Code.....	30
Drugs/Alcohol Possession, Use, Selling, Buying.....	30
Electronic Devices, repeated offenses.....	30
Explosive, Weapons	31
Fighting.....	31
Hazing/Intimidation/Bullying	31
Cyberbullying	31
Immorality	31
(Pre-marital sex)	31
Personal Property.....	32
Physical Injury.....	32
Plagiarism (treated as a cheating offense).....	32
Pornography.....	32
Profane/Vulgar Language	32
Public Display of Affection	33
Racism/racially motivated remarks or actions	33

Smoking, Use or Possession of Tobacco	33
Stealing/Theft Possession of Stolen Property	33
Tardiness.....	33
Truancy.....	33
Verbal/Sexual Harassment.....	33
Violation of Probation	34

GENERAL INFORMATION

Some facts you should know:

- Christian Unified Schools was founded in 1965 by Dr. Tim LaHaye.
- School mascot - “Patriot”
- School newspaper - “Genesis”
- School colors - Red, White, & Blue

Campus Hours

Class hours are 7:40 a.m. to 2:40 p.m. Supervision is not available before 7:15 a.m. and after 3:10 p.m. After 2:40 p.m., the first floor of the Solid Rock Café is a place students may utilize. However, supervision by CUSSD is not provided.

Hold Harmless Clause

Upon enrollment at CJHS/CHS parents, legal guardians, or Organizations, agree that they shall defend, indemnify and hold harmless Christian Unified Schools of San Diego (CUSSD) and its representatives from any and all claims, causes of action, demands, costs, damages including both direct and consequential damages, specifically including attorney’s fees and costs, expert fees and cost and mediation and/or arbitration fees and costs incurred, arising in any way out of the actions of their student. They further agree at their own expense, to defend any suit or action brought against CJHS/CHS founded upon the claim of such damage to persons or property. This indemnity agreement applies to both active and passive negligence on the part of CJHS/CHS and its representatives to the fullest extent permissible under law. Choice of counsel remains solely that of CJHS/CHS.

SCHOOL POLICIES

Lockers

Lockers and locks will be assigned to each student on registration day to maintain throughout their time at CJHS/CHS. If a lock is lost, students must purchase a new lock at the front desk for \$10.

Students are not allowed to share or switch lockers. If a student needs to change a locker or has any locker issue they should see the front desk. Locker checks may be conducted periodically. Students are responsible for their locker. Lockers must be vacated in the same condition as when assigned. No stickers, posters or writing on lockers is permitted. Failure to adhere to the above will result in work detail or payment for repairs. Items left on top of the lockers after hours will be removed.

PE lockers will be assigned by PE instructors during the first week of school. PE locks must be rented through the PE department.

Driving and Parking Regulations

Parking and driving on campus is a privilege, not a right. All student drivers are required to attend a two hour Start Smart Driving Seminar. Our facilities are shared with several ministries. As such, enforcement of all parking regulations will be handled by the SMCC Security Department. Students are required to follow these parking regulations:

1. During school hours, all student drivers must park on campus in the designated parking area.
2. Vehicles without a permit may be given a citation.
3. Students are not permitted to return to their cars without a school-issued pass. (The school parking lot is out of bounds during school hours.) Students who go to their cars during school hours without a car pass will lose parking privileges for a period of 5 school days along with possible stated penalties below.
4. Vehicles are not to be relocated during school hours.
5. All students’ vehicles must be registered with the school and have a school sticker on the back left window.

Violations of these regulations will result in a warning, fines (1st offense \$25, 2nd \$50, 3rd \$100), towing and/or the loss of the campus parking privilege.

Student Insurance

All students are covered by school insurance which provides benefits for covered injuries occurring during the regular school term while:

1. Attending school, including one hour before and after school
2. Participating in school-sponsored activities or athletics while under the supervision of a proper school authority.
3. Traveling directly to school or from home for regular classes.
4. Traveling in school-provided vehicle anytime, while under the supervision of a proper school authority.

5. All international students must have medical insurance purchased in the United States.

Students must report all injuries to the school office. School personnel must have a record of the injury to complete the appropriate insurance claim forms. PLEASE NOTE: This insurance is secondary to a student's private health insurance.

Announcements/Advertisements/Signs/Banners

All posters, bulletins, signs, banners, or other items of information posted on our campus must be approved by a faculty advisor or administrator before posting. Advertisements about events not relating to our school are not allowed without administrative approval. Spirit posters and campaign materials may be posted on railings and fences. Small posters may also be placed on stakes in select landscaping. Nothing is to be posted on any buildings (including the gym or any stucco buildings), doors, or on trees.

Illness or Emergencies

Students requiring care for illness or injury should come to the office with a pass from their teacher. In case of illness parents will be notified and the student will be sent home.

Medications: State law concerning the use of continued medication by students must adhere to the following:

1. Parent/Guardian of pupil on a continuing program of medication must inform the office of the medication being taken, the current dosage, name of supervising physician and written parental permission.
2. The law applies to all continuing medication whether taken at home, school, or both.
3. Signed permission from doctor prescribing medication.

Students bringing any medications to school must bring such medications to the school office for distribution as required by law. Any medication in the student's possession will be confiscated. It is the student's responsibility to go to the office for needed medication.

Lunch

All food items should be consumed within the designated eating areas (during lunch) or under the supervision of a staff member. Lunches, drinks, and snacks will be distributed/sold from the "Oasis" or Solid Rock Café during lunch period, and before and after school. Students are not allowed off campus during lunchtime unless expressly authorized by the administration. Leaving campus during lunch without permission will result in a truancy. All students must check in and out at the front office and the front gate during school hours.

Solid Rock Cafe

All students may visit the Solid Rock Café before and after school. Juniors and Seniors have the privilege of eating lunch at the Solid Rock Café.

Transportation

Transportation to school-sponsored activities:

1. The legal responsibility for the safety of each student being transported in a private vehicle rests with the registered owner of the vehicle.
2. No student is allowed to drive another student to a school-sponsored activity (e.g. sports, ASB, etc.).
3. The vehicle owner/driver must complete the Field Trip Registration Form for drivers prior to activity or field trip which includes proof of liability insurance.
4. The vehicle owner/driver must follow the plan and prescribed route given by the teacher.
5. The number of students in a vehicle shall not exceed the number of seat belts available. Seats belts must be buckled.
6. The vehicle should be in good operating condition.
7. All students' vehicles must be registered with the school and have a school sticker on the back left window.

Electronic Devices/Personal Property

Cell phones, tablets, and other electronic communication devices are not permitted to be visible, heard, or used in any manner during class time, conferences, Chapels, unless approved by a faculty member or administrator. Electronic devices are only permitted to be used when class is not in session. Electronic wearables must be removed for all tests and quizzes. If necessary, parents can contact their student by calling the office. No audio or video recording on campus is permitted without teacher or administrative permission (videoing during class or during personal meetings is not permitted), and is illegal. (California's wiretapping law is a "two-party consent" law. California makes it a crime to record or eavesdrop on any confidential communication, including a private conversation or telephone call, without the consent of all parties to the conversation. See Cal. Penal Code § 632. Pen. Code 632)

The Administration reserves the right to review all text messages, photo images, audio and video recordings, or electronic data on cell phones or other electronic devices. The school is not responsible for loss or theft of any items whether confiscated or in the student's possession. (See Demerit Policy)

Investigative Policy

CUSSD has established policies for the conduct of its students in conformity with its mission and its responsibilities. These policies apply to students while on campus and while off campus, at school events and events in the student's home or at non-school

functions (sometimes referred to as “non-sanctioned activities”). These policies apply to students when school is not in session such as after school hours, on weekends and during school vacations. CUSSD has established standards regarding the investigation procedure and discipline that CUSSD may impose on a student found in violation of its policies.

Search Policy/Drug and Alcohol Testing

Zero Tolerance Policy

Christian Unified Schools has adopted the following policy relating to alcohol, illegal drugs and weapons on campus or at any school-related event. The Zero Tolerance Policy states: “A student who at any time is in possession of or in the use of illegal drugs, alcohol or weapons at Christian Unified Schools or at any school-related event may immediately be suspended from school pending an investigation with possible expulsion and criminal action from school as a potential outcome.”

For purposes of this policy, “illegal drugs” means all drugs whose use or possession is regulated or prohibited by federal, state or local law (including marijuana in all forms). This also includes prescription medication that is used in a manner inconsistent with the prescription or when the individual does not have a valid prescription.

- Possession or Use of Weapons, Drugs and Alcohol on Campus or at School Events – It is illegal and forbidden to use, sell or possess firearms/weapons/explosives, illegal drugs or alcohol on campus, traveling to or from campus or at any school function, including school-sponsored trips and occasions when one is representing the school. This includes attending any school function when one is under the influence of drugs or alcohol. Law enforcement officials may be notified where deemed necessary.
- Drug and Alcohol Abuse at Non-School Activities – It is not within the jurisdiction of CUSSD to monitor student behavior at non-school activities. However, if an agent of the school becomes aware of alcohol and/or illegal drug use involving our students, this information will be shared with the parents and the appropriate school authorities.

For the effective administration of its policies regarding the exclusion from use of non-prescription drugs, non-prescribed prescription drugs, weapons, alcohol, and other contraband at school-occupied facilities and at school-sponsored events, CUSSD has established the following search policy including the use of contraband detecting dogs to investigate and search for such contraband.

The administration of CUSSD standards reserves the right to conduct searches as follows:

1. In random searches of school facilities for contraband.
2. In specific searches of school facilities or at school-sponsored events for contraband where the administration has reasonable suspicion of the existence of contraband or illegal activity at school facilities or school sponsored events.
3. In search of individuals at the discretion of the administration when it has reasonable suspicion of the existence of contraband or illegal activity and taking into consideration to the extent possible the circumstances, including whether the search should be conducted in a private place.
4. In search of an individual’s possessions, cars or other vehicles, backpacks, purses, bags, etc., on school property or a school sponsored event at the discretion of the administration when it has reasonable suspicion of the existence of contraband or illegal activity and taking into consideration to the extent possible the circumstances, including whether the search should be conducted in private.
5. Upon entering a school facility or school sponsored event at the discretion of the administration where everyone entering is subject to such a search.

Christian Jr./Sr. High reserves the right to perform random drug/alcohol testing on students participating in extra-curricular activities at any time.

Visitors

Classroom: Students interested in attending CHS are the only students allowed to visit classrooms. Approval must be given by the administration two (2) days prior to the requested visit date. Parents wanting to visit a classroom need approval from an administrator. All visitors must sign in at the office and must wear the visitor's badge he/she is issued. Classroom visits are not permitted during the first two and last two weeks of each semester. Visitors should behave and dress in an appropriate manner for our school

Closed Campus Policy: The main CJHS/CHS campus has a closed-campus policy regarding visitations; however, parents, youth pastors, and CHS graduates are welcome to visit at lunch. All visitors must sign in at the office and wear a visitor's badge.

Withdrawals

To withdraw a student, a parent/guardian must complete a withdrawal form available in the office. At the time of withdrawal, all library books, materials and textbooks, athletic uniforms and equipment, and financial obligations are due. Financial obligations may include, but are not limited to, outstanding tuition and extra-curricular fees. Tuition is calculated by the quarter. Any unpaid tuition is due at the time of withdrawal. Within 48 hours (2 business days), if the above mentioned obligations have not been met, a letter will be sent home listing all outstanding items and stating specifically how restitution is to be made.

The responsible party has a period of two weeks (10 business days) to return all school property or notify the school as to how the situation is to be rectified. If no communication is received within two weeks, a letter will be sent home stating that CUSSD has the right to withhold all grades, transcripts and/or diplomas as stated in the California Education code 48904(b)(1). In addition, if the student is transferring to another school, that school will also be asked to withhold all grades, transcripts and/or diplomas until notified in writing by CUSSD that full restitution has been made as stated in California Education Code 48904.3(a).

If this represents a financial hardship to the parent/guardian, CUSSD may arrange a payment plan whereby obligations will be met. This will be coordinated by the Business Office. All obligations MUST be met by the last day of the school year in which the debt was incurred.

Work Permits

Students who are employed during the school year must arrange their work schedule around school and in accordance with state and federal regulations. Any student under the age of 18 is required by state law to have a work permit for regular employment. Work permits may be obtained from the school office. The student gives the permit form to an administrator for processing. A work permit may be denied if a student's school work is not satisfactory, or may be canceled if the student's work becomes unsatisfactory after the permit has been issued.

ATTENDANCE POLICIES

Absences

Regular school attendance is required by law and is necessary for academic achievement. We discourage parents from taking their student out of school for vacation, celebrations, etc. No refund will be given for extended absences. All absence not specifically excused for the following reasons, will be considered unexcused. There are three types of absences at CJHS/CHS: Excused, Unexcused, and Truancy.

Excused Absences include:

1. Illness (Dr. note may be required after 3 days)
2. Professional services connected with the students health and welfare i.e.: medical, dental, optical (Please bring Dr.'s note to the office upon signing in after the appointment)
3. Pre-Approved Absences with a notice in writing to the school office prior to the day of the absence i.e.: vacation, church retreat, college or university visit, or
4. An emergency (with approval from an administrator)
5. DMV Appointments

Students will have 1 day per daily absence to turn in work for full credit for excused absences.

****Pre-approved absence requests require attendance record reviews by administration for final approval.****

A vacation slip (known as a purple slip) must be submitted to the office a minimum of two (2) days in advance for any of the above Pre-Approved absence reasons. This is in addition to any communication with the teacher or administrator. The student will have each of their teachers sign the purple slip and then return it to the attendance clerk two (2) days in advance. This allows the teacher and student to be prepared for their absence and allows them to make up any work missed. Failure to complete the purple slip process prior to the school days missed, may result in an unexcused absence.

Unexcused Absences include:

1. All other absences. A student will receive credit for work due during the days absent and will be able to make up work the day they return from absence. All work due or assigned prior to the unexcused absence must be turned in upon returning to class for full credit. Students will not be allowed additional days to complete work for unexcused absences
2. Truancy: Truancy is being absent without the knowledge and consent of parents and school staff. A student is truant when he/she stays out of any part of or all of a scheduled class and/or leaves campus without permission. If a student is found to be truant they may not have the opportunity to make up work missed or due. Parents will be notified immediately.
3. Truancies are tracked by the semester and are not cumulative.
4. Arriving to any class more than 15 minutes late without a pass/note may be considered truancy.

After an absence, upon returning to school, if the parent has not already notified the office, the student is responsible to bring in a signed note from the parent/guardian before they return to class.

Athletic Attendance Reminder

Students who miss more than two (2) periods on a school day (or four (4) periods on an 8 Bell day, may not be able to participate in sports, clubs, or performing arts groups, practice or school functions on that day without administration approval.

Excessive Absence Policy – Loss of Academic Credit

Students who are absent more than ten (10) days in a class per semester may not receive credit for that course. ALL unexcused absences, (unexcused, suspensions and truancies) count in total absences. Students who exceed 10 unexcused absences in a semester may be required to attend Saturday School depending on the situation in order to receive credit for work missed.

Leaving Campus During School Hours

Students may not leave campus without prior approval from the administration/school office and their parent/guardian (in the form of an email or a note or phone call to the Front Office). Leaving campus without administrative/parent approval or without signing out may be a truancy. If the student left campus for a doctor's visit, illness, or other emergency, the parents may request the truancy be changed.

Seniors:

Christian Unified Schools operates under a closed campus policy. Seniors may not leave the campus once a student's school day begins without permission. Seniors with free periods at the beginning or end of their day are not required to be on campus during those free periods.

1. Seniors will not be allowed to go off campus for lunch during regular school hours, or when their schedule provides extended non-class periods of time (e.g. free block period). Seniors must sign out when leaving or arriving campus during the school day. A school day is defined as those hours when a student begins and ends their regularly scheduled classes.
2. Students are required to follow California laws regarding student driving and transporting passengers. No student will be allowed to be a passenger in another student's vehicle without prior written consent from the parents of all parties involved as dictated by the student driver form.
3. Occasionally, CHS will conduct meetings or assemblies where attendance by the entire student body or student groups (e.g. seniors) is desired and reserves the right to revoke off campus privileges in the event of a special schedule, school assembly or other lunch meeting pertaining to relevant school business.
4. Senior off campus privileges may be revoked at any time by the administration.

Class Schedule

All underclassmen (Juniors and below) are required to be in a class all 8 block periods. Exceptions may be made by the administration on a case by case basis.

Tardiness

Tardiness to School:

Students are required to be ready for class, as per teacher instruction, when the tardy bell rings. Tardies are accumulated per semester.

1. Excused: Traffic accidents and personal emergencies (subject to administrative discretion)
2. Unexcused: Late car pools, running out of gas, oversleeping, traffic in general, missing school supplies, etc. (subject to administrative discretion) The consequences for unexcused tardies at the beginning of the school day are defined in the Demerit Policy.

Tardies to Class/During Passing Periods

3. Students are tardy if they are not in the classroom when the bell rings. Teachers are responsible for tracking and enforcing the school's tardy policy. Teachers are responsible for tracking student attendance and tardies.
4. Tardies will be unexcused unless the student arrives late for class with a pass or written note.
5. A student tardy to class is subject to the teacher's tardy policy.
6. After the 3rd tardy the student will serve a 30 minute after school detention with 24 hour notice.
7. The 4th tardy and subsequent tardy will result in a referral to the administration.

LIBRARY MEDIA CENTER INFORMATION

Christian Jr/Sr High School Library Media Center offers a variety of quality research. All students will have opportunities to visit the library during the school year. Students may also visit the library on their own, providing they have a library pass from their teacher. Passes are not required during lunchtime or after school visits to the library.

The Library Media Center is open from 7:10 a.m. until 3:30 p.m. The library will close two weeks before the end of the school year to collect and inventory all materials.

Students will be expected to take care of the books they borrow. Payment for lost or damaged books will be required. Most books may be checked out for two weeks and are renewable. Overdue fines of \$.50 per day are charged for each book or item. Fines are to be paid when books are returned.

Textbooks are to be accounted for or paid for before the last day of school. It is required that textbooks be returned before final exams are taken.

STUDENT AFFAIRS

Chapel

Students are encouraged to approach chapel as a worship and devotional time during which they may learn about God in a different context from the classroom. Students are encouraged to bring Bibles to Chapel. The format and presentation of chapels will vary occasionally, but mature, respectful, and appropriate behavior is always expected. Inattentive behavior (e.g. sleeping or giving the appearance of sleeping or not paying attention, etc.), disrespectful behavior (studying, eating, or drinking, etc.), or disruptive behavior (talking, text messaging, or distracting others) is unacceptable. Every speaker or group, as a guest of Christian Unified, deserves our respectful attention. Repeated violations will be considered an act of defiance and will be disciplined appropriately.

Extracurricular Activity Policies

The following are general rules governing extracurricular activities which are applicable to all students, whether they are participants or spectators.

- All activities are under the supervision of the school.
- Students are expected to be responsible and cooperative.
- The school dress code applies when students represents CHS unless prior administrative approval has been given.

Student Government

Student body officers are elected annually. Applications are submitted guided by the eligibility requirements in the ASB constitution. Final approval to run for ASB is given by the administration. Evaluations include faculty and administrative review. ASB members are directly responsible to the ASB Director.

Clubs

Clubs will be announced as they are made available. Application and approval must be received through the administration. All off-campus club activities require permission slips.

Members of the shooting club are required to be United States citizens.

Fund Raising

All proposed fund raising activities must be approved by the administration.

Honor Societies

The California Scholastic Federation honors students who have achieved a high academic level of excellence. The CHS CSF chapter receives new members at the beginning of each semester. Students must apply for membership in CSF. A life

membership pin is awarded to a senior who has been a member of CSF for four of the last six semesters (one qualifying semester must be in the senior year).

Eligibility requirements - earn 10 CSF points (A=3; B=1), 7 points must be earned in academic subjects while the remaining 3 may be earned from any other subjects which requires daily homework. *A student is not eligible for CSF if he/she has an N or U in citizenship at any quarter grading period.* Students who belong to CSF for at least four semesters are eligible to be a Seal bearer at graduation. Being a Seal bearer entitles a student to special recognition and potential for scholarships honored at numerous colleges and universities throughout the U.S.

Interscholastic Opportunities

Our school annually participates in activities including drama, and music productions, newspaper and yearbook, band, speech, choir, ASB and athletics. Students are encouraged to become involved in areas of their interests.

Banquets

Winter Banquet: seniors may invite an outside guest who is a junior or above to attend. Jr/Sr Banquet: juniors and seniors may invite an outside guest who is a junior or above to attend.

Outside visitors (non-current CHS students) will be required to complete a form and have administrative approval prior to attendance at the event. *(For banquet dress see Dress Code section.)*

ACADEMIC POLICIES

Graduation Requirements – High School

A student must accumulate a minimum of 54 units of credit. One unit of credit is awarded upon successful completion of each course each semester.

Beginning with the class of 2020, a student must accumulate a minimum of 56 units of credit. One unit of credit is awarded upon successful completion of each course each semester.

Attendance at Baccalaureate is required to walk at graduation. Seniors can have no more than one semester of a course deficiency to walk at graduation. Students with any course deficiency will not receive a diploma until the requirement is successfully completed.

College Preparatory Curriculum

The College Preparatory Curriculum prepares a student for entry into state schools (i.e. University of California and California State University, etc.) and private colleges and universities.

English	4 years
Mathematics	3 years (Algebra I, II, and Geometry, minimum)
History	4 years
Science	3 years (1 year life, 2 years physical)
Fine Art	1 year (same course)
Bible	Each semester
P. E	2 years
Extra academic	1 year (Math, Foreign Language, or Science)
Foreign Language	2 years (same language)
Electives	6 semesters
Speech	1 semester (required for the class of 2020 and thereafter)
Community Service requirement	80 hours (20 must be completed at each grade level)
Typing	35 wpm

Students participating in a CIF, school-sponsored sport will receive one semester of PE credit/grade per sport season completed.

Graduation Requirements – Junior High

7 th Grade	8 th Grade
English 7/Advanced English 7	English 8/Advanced English 8
Pre-Algebra Math 7 /Math Lab/ Adv. Pre-Algebra	Math 8/ Math Lab/ Advanced Math 8
United States History 7	United States History 8
Science 7	Science 8
Bible 7	Bible 8
Physical Education	Physical Education
Electives/Choir/Band	Electives

Students may take Algebra 1 or Spanish I in 8th grade which will fulfill the High School requirement for that class, but does not count in the total credits required for high school graduation.

Transfer Students

Courses currently listed on the incoming student's transcript will be approved/denied by the administration and Director of Counseling upon review of the student's transcript. Students will be notified of course approval/denial. Upon entry to CHS, the beginning GPA, calculated using all approved, incoming courses, will be noted on the student's record. Overseas transfer courses must meet hour and content equivalencies and will receive credit only (no grade or GPA points).

Class Requirements

All domestic students must have a minimum of 5 classes on campus. These classes do not include being a teacher's aide and/or athletics. Any exceptions must receive approval of the administration. (All international students must have a minimum of 8 classes to maintain I-20 status.)

Schedule Changes

Students may request a schedule change within the first two weeks of each semester by filling out a blue Schedule Change Request Form, having the form signed by a parent, and submitting the form to the Counseling Office for consideration.

For AP

A student may withdraw from an AP course within the first three weeks of the first semester of the course without penalty. A drop request prior to the deadline requires department chair, counselor, and administration approval. If approved and available, the student will enter a college-prep equivalent of the course with their current grade in their AP course plus 10%. The student forfeits their AP grade as being factored into a 5.0 GPA scale.

The request may be denied if the course is needed for graduation, the student would be carrying less than the required amount of core classes, or a class transfer is unavailable or classes are too full.

Students who wish to drop an AP class after the deadline of three weeks require a unanimous department chair, counselor, and administration approval. If the drop is approved after the three weeks, the student will receive a "W" for withdrawal on their transcript. If a college-prep equivalent is needed, the student will not be able to transfer in the same semester, but will have to make it up the following school year or in summer school.

For Non-AP

Students who wish to drop a class after the deadline of two weeks require a department chair, counselor, and administration approval. If the drop is approved after the two weeks, the student will receive a "W" on their transcript.

Students are not allowed to drop a course after the end of the quarter.

Credit for Classes Outside of Christian High School (On-Ground and Online)

1. While enrolled full time at CHS, all classes required to graduate must be taken at CHS unless the following:
 - a. Class allows a student to take an AP/Honors course not offered at CHS
 - b. Class is necessary for remediation
 - c. Class allows a student with a full schedule to take AP/Honors courses offered at CHS
 - d. Class allows a student to strengthen their transcript by taking a class not offered at CHS
 - e. Approval for courses will be given by the School Counselor under the supervision of the Academic Vice Principal
2. For classes to be approved by the School Counselor, they must meet the following criteria:
 - a. On-Ground:
 - i. Classes must be from a verified WASC accredited institution.
 - ii. Class must have verified 60 instructional hours per semester credit.
 - iii. Classes may be subject to approval of the Academic VP based on whether they align with Christian Unified's mission statement.
 - b. Online:
 - i. Classes must be from a verified WASC accredited institution.
 - ii. Class must have verified 60 instructional hours per semester credit.
 - c. Classes may be subject to approval of the Academic VP based on whether they align with Christian Unified's mission statement.
 - d. Bible classes may not be taken online unless for remediation purposes and from an ACSI accredited institution.
3. Credit will be given after transcript is received from accredited institution
4. Class will be noted as taken outside of Christian High School on the transcript

5. Only one class per semester allowed (Maximum of 8 credits in 4 years) unless deemed necessary per approval from School Counselor and Academic VP
6. Must be University of California a-g listed if used to meet CHS college-prep requirements
7. Classes taken outside of CHS and not offered at CHS are ineligible to receive a 5.0 GPA bump regardless of title (i.e. AP, honors, etc.)
8. Credit will be granted to the student and included in the student's GPA.
9. Exams may be proctored on campus for summer classes for international students

Grade Scale

LETTER GRADE	PERCENTAGE S	CHS/CJHS GPA Scale	CHS Honors & AP +1.0
A+	97-100	4.0	5.00
A	93-96	4.0	5.00
A-	90-92	4.0	4.67
B+	87-89	3.0	4.33
B	83-86	3.0	4.00
B-	80-82	3.0	3.67
C+	77-79	2.0	3.33
C	73-76	2.0	3.00
C-	70-72	2.0	2.67
D+	67-69	1.0	1.33 not weighted
D	63-66	1.0	1.00 not weighted
D-	60-62	1.0	0.67 not weighted
F	LESS THAN 60	0.00	0.00 not weighted

GPA is calculated using all High School grades in every class, except those courses which receive credit (CR) only. CHS does not disclose student rank by GPA unless the student is ranked in the top 10 of his/her class. CHS does disclose the decile ranking of each student upon request.

Teacher's Aides earn credit (CR) but no letter grade. Only two semesters of T.A. credits will be counted toward the credit graduation requirement. Teacher aides can only be assigned to assist during a teacher's instructional period.

The Valedictorian is the student who, having attended CHS in 10th, 11th and 12th grades, has academically achieved the highest overall ranking according to the following criteria:

1. Highest cumulative grade point average (at the end of the third quarter)

The following below may also be taken into consideration by the administration:

1. Number of semesters of high school credits earned
2. Level of accomplishment in each academic area
3. Extracurricular school involvement

The Salutatorian is the student who, having attended CHS in 10th, 11th and 12th grades, has academically achieved the second highest overall ranking according to the same criteria above.

AP Courses

All required AP summer work is expected on the first day of the school year. Certain courses also require entrance exams for admission.

All students enrolled in an AP class are REQUIRED to take the AP exam. Students will be required to pay for the exam. While CHS may proctor exams for courses not offered, the decisions to provide the extra testing opportunities are at the discretion of the administration, considering the number of students requesting to take the exam, space available for testing, and personnel available for proctoring. Students will be notified by March 31 as to whether an exam will be offered in the current school year.

If an AP student does not take the exam:

1. There is a \$20 fee for the unused exam
2. No extra GPA point will be given for first or second semester grade
3. Student will be required to take a final exam in the AP subject
4. Student will be required to attend classes on the AP Exam date
5. Transcript will document that the AP exam was not taken

CHS will not proctor AP exams for classes not offered on-ground or online at CHS.

Bible Grades

Enrollment in a CJHS/CHS Bible course is required each semester a student is enrolled at the school. A student who receives two successive semesters of F in Bible may be dismissed from school.

Final Exams

Mandatory final exams will be given at the end of each semester for all core classes (e.g. Math, History, Science, English, Bible). Non-core courses will have final exams based on the teacher's discretion. There will be a charge of \$50 per final exam for rescheduling of an exam for reasons other than verified illness.

Senior Final Exams

Seniors may be exempted from taking final exams if the following requirements have been met throughout the semester:

- The student must have earned a 90% or higher in the course for the semester.
- The student's citizenship grade must be an E, G or S in the class.

Students enrolled in non-AP Dual Credit classes are required to take final exams to fulfill the Dual Credit course requirements.

Make-up Work

Students will be allowed time to make up work missed because of an approved absence. The time will not exceed the number of days missed, plus one day. (e.g. 3 day absences may warrant 4 days to make up the work).

Make-up Work and School Activities

Students absent due to a school-approved event (e.g. sports, choir, band, ASB, or other extracurricular activities) are responsible to turn in homework the day it is due. Students are responsible for assignments given on the day of their school-approved absence.

Academic Probation

At the end of any semester, a student who has earned less than 2.0 GPA will be placed on academic probation. Students and parents are kept informed of grades through RenWeb. After two successive semesters of less than 2.0 GPA a student may be dismissed from CJHS/CHS. Also, students who finish the year with more than one "F" on their report card may be dismissed from CJHS/CHS.

Any junior high student who fails two or more core classes will not be promoted to the next grade.

Summer Reading

Summer reading is an integral part of the academic program at CUSSD. Each summer, students are assigned a Summer Reading List. The books on this list have been selected by our English department and are correlated to the curriculum in the grade the student is entering. During the first week of school, students' knowledge of the book/s will be assessed. The Summer Reading List is available on the CUSSD website, beginning in mid-May each year.

Standards/Format for Writing Papers

The standard format for all papers is as follows:

1. Typed, double-spaced: TIMES NEW ROMAN, size 12 font. Including title
2. Heading: 4 lines

<i>Student name</i>	<i>Joseph Williams</i>
<i>Teacher name</i>	<i>Teacher</i>
<i>Course name, period</i>	<i>English I, Period 3</i>
<i>Date</i>	<i>06 February 2012</i>
3. All pages numbered: upper right corner, last name and page number; no punctuation, no "p." or "pg."
4. Title: centered, upper and lower case
5. One inch margins

Controversial Issues

CUSSD takes a strong stance on the essential issues of the Christian faith. Peripheral topics in controversial doctrine, on the other hand, are treated with care. Teachers are encouraged to explain both sides of any controversial issue, being careful not to put the other position down since we enroll students from a variety of denominations. We abide by the following statement: "In essentials, unity. In non-essentials, liberty. In all things, charity."

Credit for Late Assignments

1. Credit for daily homework assignments which are turned in late is at the discretion of the individual teacher. The teacher's classroom policy will be noted in his/her course syllabus, given to students at the beginning of the school year/semester.
2. Students with unexcused absences can earn no more than 50% on a formal assessment or long term project (i.e. research paper).
3. Credit for major projects or essays which are late will be given according to the following scale. This is not the automatic grade for the assignment, but rather the maximum number of points that may be earned.

Project or essay turned in at the beginning of period on the due date (Day 1)	100%
Project or essay turned in from Day 1 after the period begins, through the next day/same class period (Day 2)	70%
Project or essay turned in from Day 2 through the next day/same class period (Day 3)	60%
Project or essay turned in from Day 3 through the next day/same class period (Day 4)	50%
If never turned in during the quarter/semester (up to teacher discretion)	0%

Extra Credit

Extra credit is designed to assist students who, though generally progressing, have had a small number of assignments with which they have received low scores. Teachers, at their discretion, have the option of providing extra credit for students. The regulations for extra credit are as follows:

1. All students must be provided equal access to extra credit.
2. The teacher's policy on extra credit should be noted in his/her syllabus, given to students at the beginning of the school year/semester.
3. Extra credit assignments should be work, over and above the regular class assignments.
4. Extra credit assignments for core classes must be academic work.
5. Extra credit earned will not raise a student's semester grade more than 2%.

Time on Tests

Unless a student has documented learning needs or meets criteria otherwise established by the administration, he/she is, at no time, to be given extra time in which to complete tests, quizzes or other assignments unless deemed appropriate by the teacher.

Grade Adjustment for Move from Honors/AP/Advanced to Regular

When a student is transferred, for any reason, from an honors or AP class to its regular counterpart at any point in the semester, the student's grade will be automatically raised by 10%. For example, if a student transfers from Honors Biology with a score of 76%, when that student arrives in Regular Biology, that student's grade will become an 83% (76 +7). The maximum grade for a grade adjustment will be 90%.

Definition of an Honors Class

An honors class is one in which the environment is further enhanced through additional material, more depth in learning, more labs, more opportunities for critical thinking, and a higher-level writing component, possibly culminating in an end-of-semester term paper. Placement in an honors or AP class is at the discretion of the administration.

Retesting

Unless approved by the teacher and/or administration, at no time will individual students be allowed to retake tests they have been previously given. If a new test is given, a new version of the test will be given.

Take-Home Tests

In the interest of preserving the integrity of the testing environment, take-home tests are not allowed. Students must take all tests in a setting which is closely monitored by the instructor or other qualified personnel.

COUNSELING AND GUIDANCE

Counselors are available to help students with academic, spiritual and personal counseling. Counselors meet individually with students to plan for high school courses (making sure graduation requirements are being met) and to discuss post-high school options. Students may also fill out an appointment request in the office or make an appointment in the Counseling Center to meet with a Counselor.

Administrative Procedures for Potential Accommodations Request to Provide Specialized Academic Instruction for CJHS/CHS

1. The CHS Counselor will speak with the parent/student to explain the process of requesting testing through the public-school district and/or private doctor.
2. Parent/Student will make a request to the public-school district and/or private doctor for Specialized Academic Instruction Testing. State law requires public school districts to administer testing within 30 days of written request for testing.
3. Public school district and/or private doctor will contact parent/student and CHS Counselor to schedule a meeting to discuss results from Specialized Academic Instruction Testing.
4. The CHS Counselor will bring back testing results and recommended accommodations document and share with the Academic Vice Principal for final approval.
5. The CHS Counselor will type up approved Potential Accommodations document.
6. Administration will meet with parents and go over potential accommodations and have parents sign the form for their approval. Upon receipt of parent signature, potential accommodations will be implemented.
7. Administration will provide teachers the confidential form listing potential accommodations for the classroom.
8. The Academic Vice Principal will follow up with parent/student 6 weeks after potential accommodations are implemented and discuss whether potential accommodations need to be adjusted.
9. Administration, CHS Counselor, and/or parent/student meet annually if necessary to discuss changes/updates to request potential accommodations.
10. By the end of the 2nd week of the new school year, teachers will be notified by the Counselor of potential accommodations for each student in their classroom.

Students with Documented Learning Accommodations

CJHS/CHS works diligently to provide educational opportunities for some students with learning exceptionalities. However, we recognize that we are not able to provide for the learning needs of all students who are exceptional and do our best to accommodate those students we accept. At the discretion of the administration, CJHS/CHS provides a Christian education for some students who require limited accommodations within the regular classroom. Our Administration will only use current IEP/ISP (completed within the last year) but is not bound to the recommendations on those documents. Admissions decisions related to these students will be made on a case-by-case basis by the administration, and parents will be notified of the decision. It is the responsibility of the parent to maintain current documentation, as CJHS/CHS will not be able to service the learning needs of students without current documentation. Faculty representatives of CJHS/CHS, including those on our administrative team and in our counseling department, will be happy to accompany parents to meetings regarding the student's testing, testing results, IEP updates, etc. and will serve as advocates on behalf of the parents/students. It is the responsibility of the parents to notify CJHS/CHS of the meeting date, time and place well in advance, if CJHS/CHS representatives are needed.

Generally, CJHS/CHS does not make academic accommodations outside of those listed on current documentation. Interpretation of the documentation and undocumented accommodations for students are at the discretion of the administration of CJHS/CHS. Any exceptions to this regulation must have prior administrative approval. Parents wishing to seek administrative approval for an exception should submit their request in writing to the Vice Principal no later than one week prior to the time approval is needed.

Discovery of a parent's, legal guardian's, or organization's failure to disclose a student's known learning challenges, health issues, or other issues upon enrollment in CJHS/CHS may constitute grounds for the student's immediate dismissal from the school.

Recommendations for College Applications

If a student needs a school report and/or a counselor's recommendation, the student must give the forms (paper or electronically) to the counselor at least two weeks before the recommendation needs to be sent.

If a student needs a teacher recommendation, the student must give the teacher the form and an addressed (to the college), stamped envelope at least two weeks before the recommendation needs to be mailed. The teacher will mail it.

Transcripts

Procedure for student or parent requesting a copy of a transcript:

1. Current student or parent of current student must log on to Family Connection (via CUSSD website, click on High School, then on Counseling Center, then on Family Connection or <https://connection.naviance.com/Christian>), go to the Transcript button of the left-hand side of the screen and order the transcript(s) there.
2. If the transcript is for a college application, and the school to which it is to be sent is uses the Common Application or provides the option for CHS to send your transcript electronically, you must “sign” the privacy waiver online before CHS can electronically send your transcript.
3. If the transcript is for a college that does not provide the option to send transcripts electronically, the student must bring an addressed (to the college), stamped (2 stamps) envelop to the Counseling Center in order for the transcript to be mailed.
4. If the transcript needs to be “official” (signed and sealed for any other purpose (i.e. scholarship, coach, & etc.), but will be hand-carried by the student, the student must bring an envelope to the Counseling Center (not addressed or stamped) and the envelop will be sealed and will be returned to the student with the transcript inside.

Alumni needing a transcript can order one in either of the following ways:

1. Go to the CUSSD website (click on high school, click on Counseling Center, click on transcript and print out the form). Fill it out and either FAX (619 201-8822) or mail it. CHS will mail the transcript to wherever you have indicated.
2. Fill out a Transcript Request Form (available in the Counseling Center or at the Receptionist’s desk). The form must be filled out completely with the appropriate information so that the Records Clerk knows whether to mail the transcript to the college or to return it to the student. If it is to be mailed an addressed, stamped envelope must accompany the transcript.

Records

CUSSD maintains the following types of student records:

Enrollment papers, attendance records, subjects taken, grades (report cards/transcripts) immunizations, health records, progress reports, special education tests, specified test results, (e.g. Stanford, SAT, STAR), discipline records, and school forms. Authorized personnel (certificated teaching and administrative persons and the secretary/registrar responsible for placing information into student files) are allowed to view specific Cumulative Files.

Parents’ Procedure for gaining access to a student’s Cum File:

CUSSD maintains the following types of student records: Enrollment papers, attendance records, subjects taken, grades (report cards/transcripts) immunizations, health records, progress reports, special education tests, specified test results, (ie. Stanford, SAT, STAR), discipline records, and school forms. Only authorized personnel with a “legitimate educational interest” (certificated teaching and administrative persons and the Registrar responsible for placing information into student files) are allowed to view specific Cum Files.

The right of parents or guardians to view the school records of their children is emphasized by Federal legislation. The parent or guardian must call to make an appointment with the appropriate personnel to view the Cum File. It is necessary to understand that the Cum file is the property of CUSSD and may be viewed ONLY in the presence of a staff member. The Cum File may NOT be taken out of the office for any reason nor may the parent or guardian keep anything from the Cum File. The staff member will make copies of any document that the parent or guardian requests. Requests to view a Cum File are handled by CUSSD in an expedient manner, usually within five business days.

Procedures to be used in the event of a challenge to a student record:

If a parent/guardian believes there is an error on a student record that challenge must be brought to the Superintendent in writing. This action must explain what record or document is considered inaccurate and whether or not the desire is that the record be modified or expunged. The superintendent or his designee will arrange a meeting with the parent/guardian and the teacher/staff who recorded the information in question to see if there is any validity to the challenge. The superintendent shall then sustain or deny the allegations. Requests to modify a Cum File are handled by CUSSD in an expedient manner, usually within 30 days. If the allegation is sustained, the superintendent shall order the correction or removal and destruction of the information.

If the superintendent denies the allegations, the parent/guardian may choose to write a letter of appeal to the board of the school district within 30 days of the superintendent’s decision. The board shall review the challenge and make a decision whether or not to correct the record or remove and destroy the information. This decision is final. Requests to the board are handled by CUSSD in an expedient manner, usually within 30 days.

If the decision is unfavorable to the parent/guardian, they have the right to submit a written statement as to their position and any objections to the finding of the board. This statement shall remain in the student’s Cum File until the information objected to is corrected or removed.

Procedure for gaining access to a student’s Cum File for individuals outside CUSSD:

If the individual is a professional testing agent for a particular school or school district he/she needs to call the Registrar to schedule a convenient time for both parties to meet. The agent MUST bring with them their credentials and a SIGNED release form from the parent/guardian authorizing the viewing of the Cum File. This signed authorization MUST state:

- 1) What records are to be reviewed and WHY
- 2) Who is to have access to the records, and
- 3) The duration of said access

If the authorization is in order, the Registrar or staff member will present the Cum File and remain with the individual to explain any documents or answer any questions. The agent may NOT take anything out of the Cum File but may request copies of desired items. A copy of the authorization form will be kept in the student's file permanently. A log will be attached to each child's record on which will be recorded the name, date, and reason for any person, other than school officials and employees, who inspect any part of that child's record.

Police officers must be accompanied by a parent or show a SIGNED release form (described in paragraph #1 above) from the parent in order to access a student's Cum File. The only exceptions to this are if the officer comes with a Court Order or if there is suspicion of kidnapping. A subpoena is not necessarily a Court Order. The superintendent will be contacted immediately to review the request. A police officer has the right to question a student ONLY in the presence of a staff member (and without parent permission or presence) ONLY if the student is suspected of criminal activity or if it is suspected that they have direct knowledge of criminal activity. The school will attempt to reach the parents immediately in either case. If a social worker comes to speak with a student, CUSSD shall provide a place for them to meet and will ask the student if he/she would like a staff member to be present during the meeting.

CUSSD will NOT give out any information over the phone other than to verify date of graduation.

Directory Policy

A student directory is available online through RenWeb's Parents Web. It will contain the following information:

1. Student's last name
2. Student's first name, school and grade
3. Siblings' first names, schools and grades
4. Parents' names
5. Address
6. Home phone number

Parents are given the opportunity to "opt-out" of the online directory annually through the Registration form.

ATHLETICS

Philosophy

We believe that in athletics we are developing Christ-like characteristics in our players. With this as our goal, skill, training, sportsmanship, inter-team relationships, general attitudes and reactions should reflect Christian character qualities and growth.

Commitment

Each coach expects the athletes on his/her team to count the cost of participation on that team for the entire season. Both the student and his/her parents are asked to sign a commitment form (a contract, in a sense) saying that he/she will attend and participate in all practices and games whenever physically able.

Athletic Opportunities

CJHS/CHS offers an extensive athletic program for both boys and girls.

Girls: Basketball, Cheer, Cross Country, Golf, Swim, Soccer, Softball, Tennis, Track & Field, Volleyball

Boys: Baseball, Basketball, Cross Country, Football, Golf, Soccer, Swim, Tennis, Track & Field, Volleyball, Wrestling

Physical Exams/Sports Insurance

Before a student may even try out for a sport, he/she is required to have a physical examination. The Health Statement and Parent's Consent form is kept in the Athletic Office. One physical will suffice for one school year; a student does not need to have a second and third one if he/she is trying out for another sport in our school.

Eligibility

To participate in CHS athletics a student must maintain good grades and good conduct. Students who fall below the academic and conduct standards cannot participate.

Academic:

1. Consistent with the CIF criteria, a student must maintain a 2.0 grade point average with only one F.
2. Eligibility will be determined each quarter and semester.
3. Semester marks are used for determining eligibility at the end of the 2nd and 4th quarters. Eligibility for fall athletics is determined from grades received for the 2nd semester of the previous year.
4. Citizenship (conduct)
5. Eligibility will be determined each quarter and semester.

6. Any student who receives two U marks is ineligible for athletic participation. (Two N's equal a U.)

Athletic Attendance Reminder

Students who participate in: Sports teams, clubs, performing arts groups, can miss no more than two (2) periods in that day in order to qualify to participate in the practice, game, or performance of that same day

STANDARDS OF CONDUCT

Philosophy of Discipline

At CHS/CJHS we recognize that equipping students to fulfill God's purposes in their daily lives includes the responsibility to teach through a combination of discipline and mentorship. The Bible clearly states that the purpose of discipline is to teach our children the ways of the Lord because we love them, and to shape and mold them to be more like Christ. Our goal is for conviction in making Godly choices through progressive discipline that leads to self-discipline. All expectations for student behavior and discipline are centered around this philosophy. Additionally, the Bible calls us to mentor and disciple those in our community to model this process of guiding them in the ways of the Lord. (2 Tim 2:2, Proverbs 22:6, Thess. 5:15. Proverbs 13:24, John 8:11, 1 Tim 4:12)

Students at CHS/CJHS it is our objective to create a safe, nurturing environment that honors our Lord Jesus and is conducive to learning and growth. As students grow in their transformation and maturity, we expect them to become more self-directed in their own behavior and learning. Students attending CHS/CJHS agree to work toward this transformation in their time at CHS/CJHS and agree to follow the principles that honor Christ in actions and attitude.

The school administration reserves the right to handle unique situations that may not be described in this handbook in a manner that is deemed appropriate for the school culture. All disciplinary decisions are made prayerfully and by seeking counsel as needed.

Academic Integrity

Honest behavior is an expectation for all students at Christian Junior-Senior High School. Our goal is to create and maintain an ethical academic atmosphere. Acts of academic dishonesty which will not be tolerated at Christian Jr/Sr High School are listed below but not limited to:

1. Cheating on any classroom assignment, test, or quiz
2. Plagiarism - copying or representing another's ideas, words, or work as one's own without properly citing the source. *Plagiarism includes the misuse of published material, electronic material, and/or the work of other students. The original writer who intentionally shares his/her work for another to copy, without the permission of the teacher, is also engaged in plagiarism.*
3. Fabrication (any falsification or invention of date, citation, or other authority in an assignment)
4. Theft or alteration of materials
5. Unauthorized collaboration
6. Unauthorized use of electronic devices

Human Dignity (Harassment)

Christian Unified intends to provide an environment that insures respect, equity and safety for all. We expect all persons to treat each other with dignity because they are created in God's image. Students should realize that their commitment to living a life of integrity and following the standards set forth in God's Word (the Bible) is ongoing, not limited to the school day. Christian Unified does not condone or allow harassment of others by teachers, administrators, support staff, students, or other persons either at school or school events. Any person who believes he/she has been subjected to harassment should report it immediately to an appropriate faculty member, staff, or administrator. Students may report to a teacher, administrator, staff or counselor. Each report will be given serious consideration and investigated appropriately. Inappropriate conduct is unacceptable whether intentional or unintentional. Harassing behavior is not limited to by includes the following:

1. Making sexual advances or comments
2. Cyber bullying, which includes intimidating harassment or creating a false profile on Twitter, Instagram, Facebook, or any other social media
3. Engaging in inappropriate physical contact
4. Writing a note to someone else, either electronically, by hand, through social digital or social media, with content that may be construed as sexual, or "unwholesome" as defined in Ephesians 4:29
5. Using inappropriate words (written or spoken), pictures, objects, gestures, or actions
6. Any other form of ridicule of others based on race, physical characteristics, ability, family background, or similar feature
7. Intimidation or bullying of any kind.

Social Media

Social media has many benefits but when social media postings violate the law, school policies, and/or create a disruption to the school community and/or specific individuals, CUSSD may have an obligation to respond and take appropriate action, including but not limited to investigation and discipline.

It is important for parents and students to understand that:

1. In this digital age, there can be no expectation of privacy in online media or digital forums.
2. All individuals are responsible for the information they post, share, or respond to online. Anything posted on the internet may be subject to public viewing and republication by third parties without a person's knowledge or consent.
3. Posting inappropriate, threatening, harassing, racist, biased, derogatory, disparaging or bullying comments, videos or other types of communication toward or about any student, employee, or member of the school community anywhere on the internet is prohibited and may be subject to discipline, even when a posting was initially believed to be private.
4. All threats are taken seriously and are subject to law enforcement intervention, including but not limited to formal threat assessments.

CUSSD may discipline students who violate rules of appropriate online and offline conduct, which includes but is not limited to, the use of social networking sites during or outside of school hours. Additionally, CUSSD will not be able to protect or assist individuals who incur legal action from a second party in response to student behavior in a social networking, file sharing site or online activity.

Detentions

Detentions will be served during lunch or after school for one-half hour. Missing an assigned detention without prior administrative approval will result in Saturday School; refer to the Demerit Policy.

Saturday School

Some infractions are more severe than others. For the following offenses (and others at the discretion of the administrator) students will be assigned to Saturday School for two to four hours on Saturday morning (8:00-12:00) depending on the severity of the offense.

The following are examples of offenses which may lead to Saturday School:

1. Excessive absences (over 10 for the semester)
2. Excessive tardies
3. Defiance or disrespect
4. Missing assignments (whether or not credit is issued for make-up work)
5. Profanity and/or vulgarity
6. Gambling
7. Cheating/Lying/Forgery
8. Cutting class; leaving campus without permission; truancy

Only a school administrator may assign a student to Saturday School. Students who fail to attend Saturday School may be suspended.

Fee: Students will be charged \$15 for the two-hour Saturday session or \$25 for the four-hour session.

Referral

Referral offenses are listed in the Behavioral Code and should be given by the teacher or staff person who witnesses the offense.

Behavioral Probation Contract

If a student repeatedly fails to respond to discipline he/she will be placed on Behavioral probation and then if necessary a Strict Probation. The Administration will decide regarding the student's future attendance at CJHS/CHS based on a faculty evaluation of the student's behavior. The terms of probation are designed by the Administration and are agreed upon in written contract by the student, parents, and school.

PROBATION

Disciplinary Probation A student will be placed on disciplinary probation or strict disciplinary probation for serious or repeated violations of school regulations. A student placed on disciplinary probation may lose extracurricular activities as determined by the Administration.

STRICT PROBATION

Disciplinary Strict Probation A student will be placed on strict probation or dismissed from school for any violation of the rules while on disciplinary probation as determined by the administration. A student on strict probation will be restricted from

participation in extracurricular activities. Disciplinary probation and strict probation will be for a period of time determined by the administration.

MINOR SUSPENSIONS

Students may be suspended for certain violations for ongoing noncompliance of school policies. These are minor suspensions that are in effect until the problem is rectified. Other minor suspension may involve removing several students from campus or the classroom until it can be determined which of them may have been the cause of a serious disruption or violation.

SUSPENSION

For serious or persistent reasons, a student will be suspended. The purpose of suspension is to remove the student from the ordinary educational environment because of his or her potentially disruptive influence. Suspensions may be “in school” or at home. “In-School” suspensions remove the student from the normal classroom while still requiring his or her presence at school. Any student may be suspended up to 5 days for misconduct on or off campus. Following the suspension period, future participation in school activities will be determined after Administrative review. A student who has been suspended will not receive credit for the class work missed or work due on the suspension day. Projects, research papers, and tests may be submitted for a maximum grade of 50%.

Full Day Suspension: May be either “in-school” or home suspension. Student may be ineligible for extra-curricular activities for 1 – 2 weeks after the suspension.

EXPULSION

Expulsion from school is serious and to be applied with prudence and restraint after careful investigation. Students expelled from school may not attend any school activity or school-sponsored event during the term of the expulsion

Term of Expulsion: There will be a minimum of 18 week expulsion. The student’s previous behavioral record will also be taken into consideration in the Principal’s review.

Citizenship Grades

CJHS/CHS expects students to be cooperative, respectful, diligent and have a positive attitude.

- E Denotes outstanding citizenship for the student who exceeds expectations
- G Denotes good citizenship for the student who consistently meets expectations.
- S Denotes satisfactory citizenship for the student who usually meets expectations
- N Denotes needs improvement for the student who sometimes meets expectations
- U Denotes unsatisfactory citizenship for the student who rarely meets expectations

In addition to these citizenship criteria, merits and demerits earned in each classroom will also factor into the citizenship grade. Low citizenship grades can affect CSF membership and athletic eligibility.

Off-Campus, Vacation and Out-of-School Behavior

The behavior of students during vacations and other out-of-school hours is the responsibility of parents. Nevertheless, a student who engages in serious misconduct away from school, including but not limited to conduct that is illegal or would be illegal if committed by a juvenile, conduct that endangers the safety or well-being of the student, other persons or their property, or conduct which brings disgrace to the CUSSD community, has violated a major school rule, and is subject to suspension, expulsion, and denial of the opportunity to re-enroll for the next or any succeeding year.

DRESS CODE POLICY

Christian Unified Schools of San Diego desires to create an educational atmosphere that maximizes learning. Modesty, moderation, neatness, cleanliness and gender distinction are the overriding principles of the CUSSD uniform policy. Students are required to abide by the uniform policy always. The students’ dress should reflect pride in their school and respect for themselves. Enforcement of the uniform policy, like all other discipline matters, is based on cooperation among students, parents and the school. The school, however, is the final authority on the uniform policy and other discipline issues. If, in the opinion of the school, a student’s dress is inappropriate, a parent may be called and required to bring a new, acceptable uniform to the school.

It is a violation of the uniform policy to show underwear, midriff, lower back or cleavage at any time (including when leaning over or raising the arms). All skirts and shorts must be no shorter than four (4) inches above the floor when kneeling (boys and girls). Clothing that is tight, baggy, dirty or sloppy is not allowed. Items that are torn or cut in any way are prohibited. Appropriateness of overall appearance will be left to the discretion of the administration.

Clothing

CUSSD students may choose from Educational Outfitters selection of CUSSD apparel and uniform outerwear. Educational Outfitters is the only provider of our school uniforms and outerwear, except for CJHS/CHS approved athletic outerwear.

Boys

SHIRTS

1. POLO SHIRTS – Polo shirts may be white, red, or dark navy blue. Polo shirts may be long or short sleeve. Only Educational Outfitters polo shirts with CUSSD logo are acceptable.
2. OXFORD CLOTH SHIRT – Oxford cloth shirts may be solid white or blue pin-stripe. The oxford cloth shirts may be long or short sleeve. Only Educational Outfitters oxford cloth shirts with CUSSD logo are acceptable.
 - Oxford cloth shirts must be buttoned, excluding the top button. Cloth shirts are not considered outerwear and should not be worn unbuttoned.
 - Only one plain white or navy undershirt or plain white or navy turtleneck may be worn under one uniform shirt.
 - No modifications of uniform are permitted.
 - Polo shirts may be un-tucked, but may not be excessively long.
 - Students may wear a Christian Unified School tie with an oxford shirt, tied neatly around the neck using a traditional knot.

PANTS

1. UNIFORM PANTS – Uniform pants must be khaki. Only Educational Outfitters khaki pants with CUSSD logo are acceptable.
2. UNIFORM SHORTS – Uniform shorts must be khaki. Only Educational Outfitters khaki shorts with CUSSD logo are acceptable.
 - Pants that are excessively tight, baggy, dirty or sloppy are not allowed.
 - Boys may only wear a plain brown or black belt with pants or shorts of appropriate size to fit within the belt loops. No over-sized belt buckles or belts with logos are allowed.
 - Belts must be worn with the oxford cloth shirt but are not required for polo shirt.
 - No undergarments are to be visible at any time. Sagging is not allowed.

Girls

SHIRTS

1. POLO SHIRTS – Polo shirts may be white, red, or dark navy blue. Polo shirts may be long or short sleeve. Only Educational Outfitters polo shirts with CUSSD logo are acceptable.
2. OXFORD CLOTH SHIRT – Oxford cloth shirts may be solid white or blue pin-stripe. The oxford cloth shirts may be long or short sleeve. Only Educational Outfitters oxford cloth shirts with CUSSD logo are acceptable.
 - Oxford cloth shirts and blouses must be buttoned always, excluding top button. Oxford cloth shirts and blouses are not considered outerwear and should not be worn unbuttoned.
 - No undergarments are to be visible at any time. Sagging is not allowed.
 - Only one plain white or navy blue undershirt, turtleneck or camisole may be worn under one uniform shirt. Visible lace is not acceptable.
 - Girls' shirts are to be purchased in the appropriate size to ensure no midriff or lower back is visible.
 - No modifications of uniform shirts are permitted. This includes pinning, rolling, knotting, or any other modifications.
 - Students may wear a Christian Unified School tie with an oxford shirt, tied neatly around the neck using a traditional knot.

PANTS/SHORTS

1. UNIFORM PANTS-Uniform pants must be khaki. Only Educational Outfitters khaki pants with CUSSD logo are acceptable.
2. UNIFORM SHORTS-Uniform shorts must be khaki. Only Educational Outfitters khaki shorts with CUSSD logo are acceptable.
 - Pants that are excessively tight, baggy, dirty or sloppy are not allowed.
 - Shorts must be no higher than four (4) inches above the knee when kneeling and no longer than one (1) inch below the knee.
 - Shorts should not be rolled or altered in any way.
 - Girls may only wear a plain brown or black belt with pants or shorts of appropriate size to fit within the belt loops. No over-sized belt buckles or belts with logos are allowed.

SKIRTS

Skirts must be khaki, grey (7-12), or the CUSSD plaid. Only approved Educational Outfitters skirts with CUSSD logo are acceptable.

- Skirt length (when kneeling) is to be no more than four (4) inches above the floor.
- No undergarments should be visible at any time.
- It is understood that the waistbands of skirts are capable of being rolled and unrolled during the school day. If, in a staff member's opinion, the skirt is shorter than the 4-inch rule at any time, the student will be issued a demerit for a dress code violation. It will not be considered necessary to measure a girl's skirt to make this assessment. Throughout the duration of the school year, any girl who receives three demerits for skirt length will forfeit the privilege of wearing a skirt to school for the remainder of the semester.

Outerwear

1. Uniformed collared shirts must be worn under all outerwear except for special days (i.e. free dress, Patriot Friday)

2. JACKETS- Only approved Educational Outfitters jackets with CUSSD logo are acceptable. Students may also wear school-issued jackets.
3. SWEATERS-Only approved Educational Outfitters sweaters with CUSSD logo are acceptable.
4. SWEATERVESTS- Only approved Educational Outfitters sweater vests with CUSSD logo are acceptable.
5. CHS LETTERMAN JACKETS-Upper school athletes may wear CHS letterman jackets in cold weather.
6. Blankets are not approved outerwear.
7. Sweatpants are not allowed under skirts/shorts.
8. College sweatshirts and jackets: Seniors may wear college sweatshirts or jackets 2nd semester.

Shoes

1. Students must wear securely-fitting closed shoes.
2. Flip-flops, slippers, and open-toed sandals are not acceptable footwear for school.
3. Shoes should be chosen with discretion and not be a distraction for others.
4. Cowboy boots, boots with heels, or high heeled shoes are not allowed. (Ugg boots or similar brands are okay).
5. Moccasins may not be worn.

Hair

BOYS Guidelines:

1. Hair should be neat, clean, moderate, and a natural hair color. Hair length should conform to the following guidelines: above the eyes, above the earlobes, and above the middle of the collar of a dress shirt.
2. Facial hair is not permitted.
3. Hairstyle should not be distracting to the individual or those around him. This includes drastic changes in hair color or style.
4. The following hairstyles are not allowed: man-buns, mohawks, ponytails, braids. Exceptions may be made at the discretion of the administration.

GIRLS Guidelines:

1. Hair should be neat, clean, moderate and a natural hair color.
2. Hairstyle should not be distracting to the individual or those around him. This includes drastic changes in hair color or style.
3. No extreme hair accessories will be allowed.
4. No extreme hairstyles are allowed, and this will be left up to the discretion of the administration.

Accessories

1. The only belts permitted are plain brown or black leather with a maximum width of 2” and must be worn within belt loops. No studded belts of any style are allowed. No oversized belt buckles or belts with logos are allowed.
2. Socks with inappropriate wording, logos, or pictures are not permitted.
3. Girls may wear natural colored, white, black or navy full-length tights or leggings.
4. “Fishnet” or patterned style socks, stockings or tights are not permitted.
5. Administration approved CUSSD hats, beanies, and visors are not allowed to be worn indoors.
6. Any glasses that are not prescription may not be worn indoors.

Jewelry, Tattoos and Body Piercing

Students who choose to pierce their ears or noses during the year are not allowed to wear spacers while at school or at school sponsored events. Parents need to be proactive in preventing a potential problem by not allowing inappropriate, new, or piercings not in accordance with school guidelines.

Jewelry Guidelines:

1. Earrings are appropriate for girls only and may have a maximum of 2 earrings in each ear.
2. Girls may wear necklaces, but jewelry should be chosen with the discretion and not be distracting to others.
3. “Choker” necklaces are prohibited.
4. Chains protruding from pants pockets are not permitted.
5. Any other “body jewelry” is never appropriate and is not permitted. This includes, but is not limited to nose rings.
6. Boys’ chains/necklaces may not have them exposed.

Tattoo and Body Piercing Guidelines:

1. Body piercing is unacceptable for CUSSD students and may not be visible at school or any school-related activities.
2. Tattoos may not be visible at school or any school-related activities.

Patriot Friday Dress Guidelines

To promote school spirit, Friday is the day to officially show support for CHS classes, clubs, teams and groups. Follow the following guidelines:

1. Students must wear a uniform bottom.
2. Students may wear a current, approved class t-shirt. Students may not wear t-shirts of their own, personal creation.
3. Students may wear any school-issued outerwear (i.e. sports sweatshirts).

4. In season, athletic teams may wear team jerseys.
- 5.

Free Dress Guidelines

1. Students must wear close-toed shoes (i.e. no flip flops).
2. Students must wear shirts with sleeves (i.e. no tank tops or sleeveless shirts).
3. Skirts and shorts must be uniform length (4 inches above the ground when kneeling).
4. Jeans with holes are not allowed.
5. Spandex and leggings may only be worn under uniform length skirts or shorts.
6. All attire must follow a Philippians 4:8 attitude (i.e. no inappropriate or suggestive verbiage or images).
7. Modesty, modesty, modesty.

Patriot Dress Guidelines

1. Boys shorts must be uniform length. Board shorts are okay.
2. T-shirts must be dark color (no white t-shirts, tank tops, or sleeveless shirts)
3. Girls may wear running type shorts with bathing suit or spanx underneath.
4. Athletic shoes must be worn. No flip flops or sandals.
5. No skirts, spandex, leggings, or yoga pants.

Banquet Dress

The banquet dress guidelines must be followed by all students and guests. Students need to obtain administrative approval for any apparel which may not comply with the guidelines. Banquets are formal events and students should dress accordingly. Only students who meet the dress guidelines will be allowed into the banquet.

BOYS BANQUET DRESS GUIDELINES:

1. A suit or equivalent should be worn.
2. Hair must conform to uniform policy.
3. Jewelry and tattoo guidelines from the uniform policy must be followed.
4. Any extreme in fashion is not acceptable.

GIRLS BANQUET DRESS GUIDELINES (modesty is key):

1. Back of dress may not be lower than shoulder blades.
2. Dress may not be tight fitting.
3. Dress may not be low-cut in front.
4. Dress may not have slits higher than top of the knee cap.
5. The length of dress must be at the top of knee cap or longer.

Baccalaureate and Graduation Dress Code Guidelines

BACCALAUREATE Attendance at Baccalaureate is **MANDATORY**.

Guys:

1. Dress pants – NO jeans of any kind
2. Dress shirts – NO denim or flannel
3. Tie – Not optional
4. Sport Coat/Suit is optional
5. Hair in dress code
6. No Earrings
7. Dress shoes ONLY- NO types of sneakers or tennis shoes

Girls:

1. Dressy, Modest dresses (no sleeveless, no cleavage) or skirts
2. Dressy shoes, no flip flops or tennis shoes
3. NO denim, pants, or split skirts
4. Skirt lengths must be to the top of the knee.

GRADUATION

Guys:

1. Tuxedo
2. Guys will select the class tuxedo by voting on it.
3. The tuxedos must all be rented from the designated store.
4. Shoes/socks – black dress shoes and black socks
5. Hair - must conform to dress code
6. Guys may not wear earrings or sunglasses

Girls: (All girls' dresses must be approved before they may be worn at graduation.)

1. Dress: Simplicity is to be expressed
 - Formal
 - Completely white formals (not off-white or cream)
 - Must have a modest neckline (no low fronts or backless dresses, must come up to the shoulder blades in the back, lace and sheer material are not considered coverage.)
 - No extremely full skirts
 - Slits must not be open higher than the knee.
 - Dresses must be mid-calf or longer.
 - Formals must have capped sleeves, no sleeveless or spaghetti straps allowed.
 - Jackets/sleeves used to meet the coverage requirements may NOT be sheer and must NOT be able to be seen through.
2. Hair must be neat and attractive. Extremes in hair style and/or hair decoration should be avoided.
3. Jewelry: Optional – simple earrings, necklace, and /or bracelet. No other jewelry is permitted.
4. Make- up must be natural looking.
5. Shoes must be a neutral color (white, silver, or gold).

Enforcement

Christian High School will discipline those students who violate the dress code. Repeated violations of this code will be interpreted as disrespect and defiance of authority and the standards of our school and will be treated as such. The site administrator or his/her designee will make final decisions regarding the implementation of this code. The consequences for dress code violations will be followed as per the behavior code.

Exceptions

Any exception to the above dress code must have prior administrative approval, including the wearing of team uniforms on game, class, or spirit days. The Administration reserves the right to change the dress code at any time to adjust to appropriate/inappropriate fashion trends.

Physical Education Dress Code

All students will be in PE uniforms, purchased from Educational Outfitters, daily, even with a parent note. Students may not borrow uniforms from other students. Students may wear approved sweats during inclement weather at the direction of the PE teacher.

Message to Parents

God has given parents the ultimate responsibility for educating their children. Christian High School functions as an extension of the home to facilitate, but not to usurp its authority. The school can best fulfill its mission when it works cooperatively with godly parents to give the student a consistently God-centered environment.

CHRISTIAN JUNIOR HIGH/CHRISTIAN HIGH BEHAVIORAL CODE

This handbook is a guideline and as such may be subject to change. Administration reserves the right to institute new policies as needed by our changing society. Parents and students sign a cooperation agreement each year which acknowledges that they are willing to abide by those changes and will hold harmless Christian Unified School District should they disagree with those policies.

Please note the following criteria for enforcement of the Behavior Code:

1. Any combination of offenses occurring in any one instance may result in more serious disciplinary action at the time (i.e. suspension/expulsion).
2. Any combination of offenses over a period of time may result in a more serious disciplinary action at the time.
3. All students receiving a suspension (except for tardies) may be placed on a contract upon return to school a minimum of one semester.

Demerit Policy

Classroom infractions that will earn a demerit:	Other infractions that will earn a demerit:
<ul style="list-style-type: none"> • Excessive Tardies to Class/Passing Periods (Teacher's handle in classroom) • Food in class • Disruption • Electronic devices • Not being prepared for class • Others based on teachers rules and expectations 	<ul style="list-style-type: none"> • Dress code violation • Boundary violation (i.e., Solid Rock Café, parking lot) • Chapel distraction/improper chapel seating • Hair violation • Electronic devices • Others

Consequences of a Behavior Related Demerit:

1 demerit	Teachers contact parents by phone for each demerit and update RenWeb.
3 demerits	30 minute after school detention and parent contact
6 demerits	30 minute after school detention and parent contact
9 demerits	30 minute after school detention, parent contact, and Probation
10 demerits	4-hour Saturday School
12 demerits	Out-of-school or In School suspension/parent contact/Contract/Strict Probation which prohibits all extra-curricular activities.

After 3 demerits, the student is required to serve a 30-minute detention. Missing any detention will result in a Behavior Probation Contract or move to a Strict Probation Contract based on the individual situation. Accumulation of demerits will begin each semester.

CJHS/CHS also has a Merit Policy which recognizes and commends students for their good behavior. Merits take the place (cancel out) demerits. The following are examples of merits that can be issued by teachers, administration and staff:

- Always Prepared
- Displaying Integrity
- Extremely Helpful
- Following Directions
- Generosity
- Positive Attitude

To ensure consistency, the Behavior Code provides a guideline, which includes, but is not limited to, the following actions:

<p style="text-align: center;">Attendance-10 Absences</p> <p>The staff at CJHS/CHS recognizes the relationship between student attendance in class and academic success. Additionally, it recognizes the substitution of work done at home does not replace certain class interactions. To reinforce student recognition of these relationships, excessive absence may be used in determining grades.</p>	1 semester	<p>5 days: Parent contact</p> <p>11 days: no academic credit</p>
<p style="text-align: center;">Campus/Classroom Disruptions</p> <p>Students are expected to follow rules established by teachers for acceptable campus/classroom behavior. Consequences: Extraordinary circumstances may require 3rd or 4th range action on 1st or 2nd offense.</p>	1 st 2 nd 3 rd 4 th	<p>Referral, parent contact, 1 day suspension from class</p> <p>Referral, parent contact, 2 day suspension from class,</p> <p>Referral, parent conference, 1 day school suspension, probation contract, warning of expulsion</p> <p>Referral, parent conference, 1-5 day suspension, violation of probation contract</p>
<p style="text-align: center;">Cheating/Attempting to Cheat</p> <p>Students are expected to do their own work on all school assignments and tests. Students who are caught without academic integrity will be disciplined.</p>	1 st 2 nd	<p>Referral, parent contact, loss of all credit (zero) for the assignment or test (no makeup permitted), "U" in citizenship, in the class of the offense, for current grading period, ineligible for CSF that semester</p> <p>Depending on the offense one or more of the following consequences will occur: All 1st offense consequences apply, 1-3 day suspension, probation contract, drop from the Honors/Advanced/AP class in which the offense occurred, removal from all elected or appointed</p>

	3 rd	leadership positions (including leadership on athletic teams) Referral, parent conference, violation of probation contract, no credit or withdraw/F grade if it is the second infraction in the same class
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<p style="text-align: center;">Deception</p> <p>Deception is the act of, but not limited to, lying, dishonesty, forgery, falsifying or altering school documents or providing false identification</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact, Saturday School.</p> <p>All 1st offense consequences apply, 1-3 day suspension, probation contract, removal from all elected or appointed leadership positions (including leadership on athletic teams)</p> <p>Referral, parent conference, violation of probation contract, no credit or withdraw/F grade if it is the second infraction in the same class</p>
<p style="text-align: center;">Defiance of Authority</p> <p>Defiance refers to the refusal by a student to follow the directions of a school employee. This includes, but is not limited to, continued violations of the dress code, refusal to give legal name or to accompany the employee to the office or give accurate, truthful information.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact, 3-day class suspension.</p> <p>Referral, parent conference, suspension, probation contract, warning of expulsion.</p> <p>Referral, parent conference, violation of probation contract.</p>
<p style="text-align: center;">Destruction of Property/Vandalism</p> <p>Vandalism is the intentional damaging or destruction of public or private property. This includes but is not limited to writing in textbooks and on desk counters or tabletops, graffiti or tagging and breaking windows.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact, 1-day suspension, restitution.</p> <p>Referral, Parent conference, 1-3 day suspension, Probation contract, warning of expulsion, restitution. (S/C)</p> <p>Referral, parent conference, violation of probation contract, restitution.</p>
<p style="text-align: center;">Disrespect</p> <p>Students are expected to show respect to those in authority over them. This includes, but is not limited to teachers, substitutes, guest speakers, administrators, Oasis workers, volunteers, coaches and parents.</p> <p>Consequences: Extraordinary circumstances may require 3rd or 4th range action on 1st or 2nd offense.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p> <p>4th</p>	<p>Referral, parent contact, 1 day suspension from class; 2-hour Saturday School if incident did not occur in a class</p> <p>Referral, parent contact, 2 day suspension from class, 4-hour Saturday School if incident did not occur in a class</p> <p>Referral, parent conference, 1 day school suspension, probation contract, warning of expulsion (S/G&J)</p> <p>Referral, parent conference, 1-5 day suspension, violation of probation contract</p>

<p style="text-align: center;">Dress Code</p> <p>CJHS/CHS is a place of learning and business. Student dress and appearance should reflect this image. Students are not allowed to convey, through their dress or contact, any inappropriate lifestyles or gang affiliation. (See pages 15-18 for more detailed explanation of dress code.)</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Demerit, removal from class until dress is corrected. Students will be given a uniform item on loan and charged if not returned laundered within 5 school days.</p> <p>Demerit, removal from class until dress is corrected. Students will be given a uniform item on loan and charged if not returned laundered within 5 school days.</p> <p>Possible detention, lunch duty, Saturday school (3rd skirt offense will result in student being required to wear pants/shorts for the rest of the semester)</p>
<p style="text-align: center;">Drugs/Alcohol Possession, Use, Selling, Buying</p> <p>Items covered under this section include alcohol, narcotics, marijuana, hallucinogens, hallucinogenic drugs, amphetamines, or substitutes of any kinds, i.e. spray paint, etc. The school district may expel a student whenever it is established that the student has, on school grounds or elsewhere, used, sold, or been in possession of alcohol or possession of narcotics or other hallucinogenic drugs, substances or paraphernalia.</p> <p>Possession of illegal substances refers to a student having an illegal substance of any kind within his/her custody or control. This includes school lockers, backpacks, clothing, purses, and vehicles.</p> <p>Furnishing refers to a student furnishing and/or providing an illegal substance to one or more students. This action may include selling, delivering, sharing, arranging and or otherwise furnishing illegal substances to another student.</p>	<p>Expulsion offense</p>	<p>Parent conference, 5 day suspension with a recommendation for expulsion.</p>
<p style="text-align: center;">Electronic Devices, repeated offenses</p> <p>Electronic devices, including but not limited to, cellular telephones, MP3 players (including iPods), electronic translators, and PDAs, are to be invisible and inaudible during class unless permission is given by faculty or administration.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p> <p>4th</p>	<p>Demerit, electronic device confiscated, taken to the office, and returned to student at the end of the school day.</p> <p>Referral, electronic device confiscated, demerit issued, parent contacted. Parent must retrieve confiscated electronic device.</p> <p>Referral, parent contact, probation contract. Electronic device confiscated. Parent must retrieve confiscated electronic device. Student not allowed to have electronic device on campus for the semester</p> <p>Referral, electronic device is confiscated, parent contacted, 1-3 day suspension. Parent must retrieve confiscated electronic device. Student not allowed to have electronic device on campus for the school year.</p>

<p style="text-align: center;">Explosive, Weapons</p> <p>Explosives: In San Diego county, the possession or lighting of explosive devices is illegal without an official permit. The use or possession of any explosive device, regardless of size, on campus or at a school-sponsored activity will not be tolerated. The threat to use or possession of materials to construct an explosive device is considered to be just as serious an offense as the actual use.</p> <p>Weapons: It is a misdemeanor to have weapons on a school campus or at a school sponsored activity. The school also considers any item classified as a weapon by law enforcement agencies such. This includes, but is not limited to: knives, clubs, guns, nunchuks, chains, metal knuckles, metal studs and/or anything that could be used as a weapon. Extraordinary circumstances may result in an expulsion on the 1st offense.</p>	<p>1st</p>	<p>Parent conference, 5 day suspension with recommendation for expulsion</p>
<p style="text-align: center;">Fighting</p> <p>Fighting includes the use of physical force against another person or threatening to cause injury to another person</p> <p>Extraordinary circumstances may result in an expulsion on the 1st offense..</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact, 1-3 day suspension, probation contract</p> <p>Referral, parent conference, 3-day suspension, probation contract, warning of expulsion</p> <p>Referral, parent conference, 5 day suspension with recommendation for expulsion</p>
<p style="text-align: center;">Hazing/Intimidation/Bullying</p> <p>Hazing: refers to any action by a person or persons that results in physical or psychological injury to another. It is illegal and will not be permitted.</p> <p>Intimidation: involves threats of mental or physical harm of pressure. Examples of this behavior include, but are not limited to, bullying, cyber-bullying (Facebook, text messaging, etc.) domineering, extorting or otherwise attempting to influence someone with the use of frightening actions and/or words. Severe cases of intimidation are classified as assault. In an assault no blows need to occur. Just the fact that they could occur constitutes a criminal act.</p>	<p>1st</p> <p>2nd</p>	<p>Referral, parent conference, 1-3-day suspension, probation contract, warning of expulsion</p> <p>5 day suspension with recommendation for expulsion</p>
<p style="text-align: center;">Cyberbullying</p> <p>Cyberbullying is intentional mistreatment of others by sending, posting or sharing negative, false, mean, harmful, private, or embarrassing content about someone else through the use of technology. This can include SMS, text, social media, & forums where people can view, communicate and share content.</p>	<p>1st</p> <p>2nd</p>	<p>Referral, parent conference, 1-3-day suspension, probation contract, warning of expulsion</p> <p>5 day suspension with recommendation for expulsion</p>
<p style="text-align: center;">Immorality (Pre-marital sex)</p>	<p>Expulsion</p>	<p>Parent Conference, 5 day suspension with a recommendation for mentoring and/or possible expulsion</p>

<p style="text-align: center;">Personal Property</p> <p>To ensure the safety of all students, to protect personal property and to ensure the educational process is not disrupted, bicycles, skates, skateboards, radios, tape players, recording devices, cellular phones, games, and laptop computers may not be used or visible during school hours without prior approval of the administration.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p> <p>4th</p>	<p>Confiscate, return at the end of the day.</p> <p>Confiscate, parent contact, return to parent.</p> <p>Confiscate, return to parent, probation contract</p> <p>Violation of probation contract</p>
<p style="text-align: center;">Physical Injury</p> <p>Causing serious physical injury to another</p>	<p>Expulsion</p>	<p>Parent conference, 5-day suspension with a recommendation for expulsion.</p>
<p style="text-align: center;">Plagiarism (treated as a cheating offense)</p> <p>Plagiarism is “the unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one’s own original work” (Dictionary.com).</p> <p>Plagiarism, like all forms of cheating, is unacceptable at CJHS/CHS. Students are expected to do their own work.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p> <p>4th</p>	<p>Referral, parent contact, loss of all credit (zero) for the assignment or test (no make-up permitted), “U” in citizenship in the class of the offense for the grading period, ineligible for CSF for that semester</p> <p>Depending on the offense, one or more of the following consequences will occur:</p> <p>All 1st offense consequences apply, 1-3 day suspension, probation contract, drop from the Honors/Advanced/AP class in which the offense occurred, removal from all elected or appointed leadership positions (including leadership on athletic teams)</p> <p>Referral, parent conference, violation of probation contract, no credit or withdraw/F grade if it is the second infraction in the same class</p>
<p style="text-align: center;">Pornography</p> <p>The viewing of pornographic materials, bringing to school, or distribution electronically is considered a violation</p>	<p>1st</p> <p>2nd</p>	<p>Referral, parent conference, 1-3 day suspension, probation contract, restitution</p> <p>Referral, possible legal investigation, 5-day suspension with recommendation for expulsion</p>
<p style="text-align: center;">Profane/Vulgar Language</p> <p>Vulgar means offensive, lewd, uncultured and generally unacceptable. Certain words and gestures fit the description above and their use on campus cannot be tolerated. Students who choose to use the words, phrases and gestures that fit this category must be prepared to accept the consequences. “Pantsing” is an act that fits the above description.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact, warning of suspension</p> <p>Referral, parent conference, 1 day suspension, probation contract</p> <p>Referral, parent conference, violation of probation contract, 3-5 day suspension with possible recommendation of expulsion</p>

<p style="text-align: center;">Public Display of Affection</p> <p>Students are reminded that their actions reflect on them personally. Any physical display of affection is inappropriate on school grounds. Examples of PDA include, but are not limited to: kissing, prolonged hugs, hand holding, etc.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact</p> <p>Referral, parent conference, probation contract (S/G,J)</p> <p>Referral, parent conference, 3-5 day suspension</p>
<p style="text-align: center;">Racism/racially motivated remarks or actions</p> <p>Any demeaning act or words about a particular race is unacceptable.</p>	<p>1st</p> <p>2nd</p>	<p>Referral, parent conference, 1-3-day suspension, probation contract, warning of expulsion</p> <p>5 day suspension with recommendation for expulsion</p>
<p style="text-align: center;">Smoking, Use or Possession of Tobacco</p> <p>Use or possession of tobacco in any form at school or out of school is against policy.</p>	<p>1st</p> <p>2nd</p>	<p>Referral, parent conference, 1-3 day suspension, probation contract (S/E)</p> <p>Referral, parent conference, violation of probation contract</p>
<p style="text-align: center;">Stealing/Theft Possession of Stolen Property</p> <p>Theft is defined as taking property without permission. Property is defined as anything that belongs to another person or the school. It does not matter whose property or what the property is; it is still classified as theft. Also, it does not matter if the property is ultimately returned. The initial act constitutes stealing or theft. Also, knowingly receiving stolen property is a violation of school rules.</p>	<p>1st</p> <p>2nd</p>	<p>Referral, parent conference, 1-3 day suspension, probation contract, restitution.</p> <p>Referral, possible legal investigation, restitution, 5 day suspension w/ recommendation for expulsion.</p>
<p style="text-align: center;">Tardiness</p> <p>Tardiness represents a disruption to the learning environment of the classroom, a violation of school rules. Tardiness occurs when a student is not in his/her assigned area when the bell rings for class to begin.</p>		<p>See Demerit Policy</p>
<p style="text-align: center;">Truancy</p> <p>Truancy occurs when a student is absent from any portion of a class or classes without a valid excuse. Leaving campus during school hours without permission will result in the consequences of a second offense under Truancy. A truancy cannot be cleared after 3 days.</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact, no credit for class work missed, Saturday School</p> <p>Referral, parent contact, no credit for class work missed, Suspension, probation contract</p> <p>Violation of probation contract</p>
<p style="text-align: center;">Verbal/Sexual Harassment</p> <p>CHS/CJHS recognizes that verbal/sexual harassment can cause embarrassment, feeling of powerlessness, loss of self-confidence, reduce ability to perform schoolwork, and increase absenteeism or tardiness. Students will not engage in such conduct constituting sexual harassment such as, but not limited to, unwelcome verbal/sexual advances, requests of sexual favors, and other verbal or physical conduct of sexual nature or disrespectful remarks which may be related to gender, culture, ethnic background or other expressions of intolerance. Any student wishing to make a complaint of sexual harassment should be immediately reported to the Assistant Principal</p>	<p>1st</p> <p>2nd</p> <p>3rd</p>	<p>Referral, parent contact, 1 day suspension</p> <p>Referral, parent conference, 3-day suspension, probation contract</p> <p>5 day suspension with recommendation for expulsion</p>

<p style="text-align: center;">Violation of Probation</p> <p>Violating the conditions of a probation contract</p>	<p>Possible Expulsion</p>	<p>Complete evaluation of student behavioral file to determine continued attendance at CHS. Possible 5 day suspension with recommendation for expulsion</p>
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