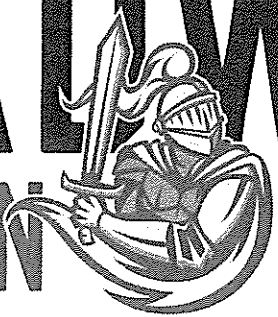


BROADWAY
CHRISTIAN SCHOOL



Student/Parent Handbook

Welcome!

We rejoice in the Lord as we begin another school year. We are looking for and expecting great things to be accomplished this year. On behalf of the administration, faculty, and staff at Broadway Christian School, we pledge to endeavor to give your children the very best in Christian and academic education. To us, the education of a child is a direct command of Almighty God and is to be pursued to the very best of our ability (Deuteronomy 6:6-9).

Our labor will not be an easy one as we consider the forces at work today to destroy the lives of our young people. Our goal will be to “train up a child in the way he should go. . .” claiming the promise, “and when he is old he will not depart from it” (Proverbs 22:6). Our working together will accomplish this purpose in each segment of the child’s life.

We, the parent, and the school must become the tool for God to use. This home/school guide, although not all inclusive, will outline policies and responsibilities for this cooperative task.

In His Service,

Pastor Jerry D. Davis, Administrator

Philosophy

Broadway Christian School is the educational arm of Broadway Baptist Church. Its primary purpose and objective is to train the students in the knowledge of God and the Christian way of life and also provide an excellent education.

Broadway Christian School exists to work in cooperation with the home in training young people for time and eternity. The school faculty works closely with the parents to train the whole child.

Attendance at Broadway Christian School is a privilege and not a right. The goals of this school are not to reform, but to train young people in the highest principles of Christian leadership, self-discipline, individual responsibilities, personal integrity, and good citizenship. This school stands without apology for the gospel of Jesus Christ, which includes the highest standards of morality and conduct.

Students found not to be in harmony with Broadway Christian School's ideas of work and life may be asked to withdraw whenever the administration deems it the best interest of the school.

Patriotism

Christian Americanism places emphasis upon the greatness of America's heritage and the sacrifices of its heroes. America is a republic which guarantees liberties to educate in order to preserve freedom. We unashamedly teach the Biblical doctrines of self-discipline, respect for those in authority, obedience to the law, and love for the flag and the country.

Statement of Faith

We believe the whole Bible from Genesis 1:1 to Revelation 22:21 as the verbally inspired and infallible Word of God and that it is the sole authority. (II Timothy 3:16, II Peter 1:21)

We believe that there is only one true God eternally existing in three persons-Father, Son, and Holy Spirit-all having the same nature, attributes, and perfections and are worthy of the same love, confidence and obedience. (Matthew 28:18-19, II Corinthians 12:14)

We believe in the deity of Jesus Christ; that He is the only begotten Son of God but also God the Son. He was born of a virgin, lived a perfect life, died for our sins, arose bodily from the grave, ascended to Heaven and will return visibly to the earth. He is the Savior of all who put their trust in Him. (Philippians 2:5-11, Colossians 1:13-19, Hebrews 4:14-16)

We believe in the person and the work of the Holy Spirit. He is equal with God the Father and God the Son. His work includes the conviction and conversion of sinners and He seals, teaches, guides, sanctifies and empowers the believers. (John 14:16, 17, 26; John 16:7-15)

We believe that in order to obtain eternal life in Christ one must be born again and this experience comes only through repentance toward God and faith in the Lord Jesus Christ. (John 3:3, Acts 20:21)

We believe that eternal life is our present possession; that believers are united to Christ and sealed by the power of the Holy Spirit, and are kept by the power of God through faith unto salvation. (Philippians 1:6, Ephesians 1:13-14, 1 Peter 1:15)

We believe in the eternal conscious blessedness of the saved in the presence of Christ and the eternal conscious punishment of the host, with the devil and his angels. (John 14:1-3, Revelation 20:15; 21:28)

We believe that the church should be evangelistic, missionary, Baptist and pre-millennial in faith and practice.

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 any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. All of the above are grounds for dismissal from this institution. (Genesis. 2:24; 19:5, 13; 26:8-9, Leviticus 18:1-30, Romans. 1:26-29, I Corinthians 5:1; 6:9, 1 Thessalonians 4:1-8, Hebrews 13:4)

The Statement of Faith does not exhaust the extent of our faith. The Bible itself is the sole and final source of all that we believe. We do believe, however, that the foregoing Statement of Faith accurately represents the teaching of the Bible, and therefore, is binding upon all students. All literature used in the school shall be in complete agreement with the Statement of Faith.

Curriculum

Broadway Christian School uses a variety of curriculums. Primarily, we use the Pensacola Christian curriculum, also called the ABEKA curriculum. We also use individualized work books from The School of Tomorrow (paces) and Bob Jones for electives. This allows us to offer quality education while combining grades but maintaining low teacher/pupil ratio.

Accreditation

Accreditation by a state government agency is an administrative mechanism designed to ascertain uniform education for all children in secular schools. It was established as a government means of causing local public school districts to provide what the state educational agencies determined to be minimum academic and facility standards for all schools. Accreditation of a private school is not required. Since it is impossible for non-Christians to establish Christian guidelines, we do not desire accreditation by their government agencies. Note: since we are not accredited, some colleges and universities require that students do one of three things: 1. Obtain a GED 2. Take Jr. College entrance courses 3. Achieve their required score on SATs.

We are a member in good standing of AACCS – American Association of Christian Schools. It is one of the leading organizations of Christian schools in the country. Founded in 1972, the AACCS serves over 200,000 students and teachers in member schools throughout the United States. The general purposes and objectives of AACCS are to aid in promoting, advancing, and developing Christian schools and Christian education in America.

Boy-Girl Relationships

Broadway Christian School is a co-ed institution and realizes the importance of developing wholesome relationships. We feel that the Scripture is very clear in this matter and we stand on God's Word for our guidelines. **There will be no physical contact such as holding hands, putting arms around each other or kissing.** Boys and girls will not be in the locker hallway together. We teach our young people the importance of dating standards and marriage using the Bible as our guideline.

General Policies

Messages or items that need to be delivered to the students are to be brought to the school office. Parents that need to pick up their students during school hours should contact the office in advance so the student will be ready. Taking a student out of class without advance notice is very disruptive to the whole class.

Under no circumstances are parents to go to the student's classroom to contact a student. All parents and visitors must report to the school office. Students will not be allowed to use the phone except in cases of emergency. In cases when the student must contact home, they will give the name and number to school personnel who in turn will place the call.

Cell Phone Policy

Students in 8th-12th grade may bring their cell phone to school, but it must be turned in before the bell rings and it will remain there until dismissal. Students caught with their cell phone after the bell rings will have their phone taken by their teacher and turned in to the office and the parent must come to the office to get it back.

No student in grades K5-7th may bring their cell phone to school. If a student is caught with a cell phone, it will be taken by their teacher and turned in to the office where the parent can retrieve it at the end of the day.

School hours are from 8:00 a.m. – 2:30 p.m. Students should not be left at school before 7:30 and must be picked up by 2:45 unless participating in extra-curricular activities or after school care. Students who are not picked up by 2:45 will be sent to after school care and may be charged an after school care fee. After school care is not part of our school program. It is a service provided by individual persons. If after care is needed arrangements should be made with the person(s) providing the service.

Attendance

School hours are from 8:00 A.M. until 2:30 P.M. daily. Students may be dropped off no earlier than 7:30 A.M. Students should not be escorted into their classrooms. Parents are asked not to enter the classrooms after 8:00 A.M. or before 2:30 P.M. since students need the teacher's full attention. **A student must be in their classroom or home room, prepared, and ready to begin class at 8:00 A.M. or they are considered tardy.**

Students are not to remain at school after 2:45 P.M. unless they are participating in an after school activity, are staying in our after school care program, or have prior written permission. Students who drive are expected to use the same time schedule and leave the parking lot by 2:45 P.M. Parents who transport students to and from school must notify the office immediately if they are not able to pick up the student by 2:30 P.M. A student who is not picked up by 2:45 P.M. will be sent to after school care and will be charged the after school care fee.

Regular school attendance is absolutely essential to the progress of a student and is of utmost importance if the student is to do his best. Regular attendance is necessary to keep up with daily work and to conform to state statutes. Parents are asked to avoid making appointments during critical class periods and to help to reduce the number of unnecessary absences or tardies.

If a student is absent from school for more than eighteen days his promotion could be in jeopardy. Broadway Christian School reserves the right to retain a student in the same grade due to excessive absences.

When a student is absent from school for any reason, the student must bring a **written excuse** when returning to school. The written excuse **MUST** include the date(s) of the absence, the **SPECIFIC reason for the absence**, and the signature of the parent. **Students should bring a statement from the doctor if they are absent for more than three days consecutively.** An unexcused absence will be issued for failure to provide necessary information.

A doctor's statement is required for EACH absence after ten absences unless the parents have discussed unusual circumstances with the principal.

EXCUSED ABSENCES

Excused absences are only given for the following reasons:

1. Illness
2. Death in immediate family
3. Medical appointments

Illness:

If your child has a fever, cold, upset stomach, or any undue physical distress, please keep him/her home. This is as much for your child's protection as it is for the protection of the other children in the classroom. Please be reminded that the consensus among physicians is that a child should be fever-free without medication for twenty-four hours before returning to school. If a student should become ill at school, the parents will be notified. Consequently, it is imperative that parents supply each application with an up-to-date emergency number in case the parents cannot be reached when needed. **For the safety and well-being of your child, please notify the school office of any changes in phone numbers, job changes, family situations, or other pertinent information.**

Any graded assignments the student misses must be made up the day he returns to school. Any non-graded assignment must be made up within two school days.

UNEXCUSED ABSENCES

Unexcused absences are all other absences. Any assignment that is missed must be made up on the day the student returns to school this includes graded and non-graded assignments. Any major assignment due during an unexcused absence is due the day the student returns. Students could receive zeroes for failing to complete the work on time.

If a student must be out of school for reasons other than above, parents should notify the principal **in advance of the absence** for a possible "**approved unexcused absence**" which would allow the student more time to make up their missed work. Acceptable excuses for an approved unexcused absence would typically include a family emergency, or a work-related trip where making provision for the student to remain in school is impossible. All other absences will be treated as unexcused absences. Excessive absences and tardies may result in dismissal from school.

TARDINESS

Tardiness to class is disruptive to classroom procedure and must be avoided. All students who arrive at school after 8:05 A.M. must report to the school office and be signed in by the parent. They will receive a tardy slip and permit to class. Three unexcused tardies will result in one day of unexcused absences.

EARLY DISMISSAL:

Early dismissals are considered unexcused except for the reasons already stated under "Excused Absences." Parents wishing to have students dismissed for any portion of the school day must send a written request to the teacher stating the reason and time of the dismissal. The principal will determine whether an early dismissal is excused or unexcused. **The parent must meet their child in the school office to sign them out of school.**

All field trips will be considered normal school days. Parents will be notified of such trips. All students are expected to participate in scheduled field trips.

In the event of inclement weather the school will have an announcement on local radio and television stations as soon as possible. Announcements will also be posted on the school's Facebook page.

Report Cards and Grading

Broadway Christian School uses MySchoolWorx, a school management software company, to establish an online link between the school and the home. This software is internet based and will allow the parents and students to see their grades for each assignment, quiz, or test along with their running average for that class. It will also show attendance. It can also be used as a communication tool between parents and teachers. Parents will be given login information at the beginning of the school year and are encouraged to use this tool on a routine basis. There is an annual technology fee that each parent is required to pay if they will be using this tool. Delinquent accounts will result in denied MySchoolWorx internet access. Paper reports will be given to the parent upon request. Otherwise you can stay up to date on your child's grades by referring to MySchoolWorx often.

Report cards will give an evaluation of the student's grade in each area of curriculum. The basis areas of curriculum – Bible, Reading, Mathematics, English, etc. will be graded using the following grading system:

93-100 -----	A
85-92 -----	B
77-84 -----	C
70-76 -----	D
0-69 -----	F

Parent/Teacher Conferences

Since all grades are viewed online, parent/teacher conferences are scheduled only by parent or teacher request. Parents can schedule a conference if they have questions about their child's grades, likewise if the teacher needs to discuss any academic issues with the parent, a conference will be scheduled.

Homework

We believe that homework is an integral part of the school program, and each teacher is at liberty to give reasonable homework assignments to aid students in their studies. Students can expect to have homework each night. We do strive to eliminate assignments on Wednesday nights to allow the students time to attend church. Occasionally there will be an assignment given, but it will be less than normal. Students will benefit from using their study hall time wisely. Each student in 6th-12th grade will receive a weekly homework grade. If homework is incomplete, there will be a deduction for that particular subject for that week.

Physical Education

Students supply their own physical education attire as prescribed by the school. Grades 5-12 have access to P.E. shirts that they purchase through the school office. The general guidelines for P.E. uniforms are as follows:

Boys – black wind pants, black gym shorts and a P.E. shirt

Girls – black wind pants, black loose-fitting capris and a P.E. shirt

Shorts and capris must be approved by the school before they can be used.

No jewelry is to be worn during P.E.

Food Services

Everyone may bring his own lunch to school or participate in the school lunch program. Our lunch program includes buying food heated in our cafeteria. Students may also bring a lunch from home to be heated at school by the teachers or cafeteria workers. This lunch item must be able to be sufficiently heated in 2 minutes or less. It must be sent in a microwave safe container or wrapping. We also have snacks available for the students to buy. We will have canned soft drinks, bottled water and juices for sale as well.

A student who has forgotten his lunch money or lunch on a particular day may make an emergency charge for that day. Charges must be paid before the privilege may be used again. We do have lunch tabs available. Parents must come to the school office to purchase a lunch tab from the office staff.

No student is allowed to carry a lunch box with rock-n-roll pictures or objectionable slogans or logos, including but not limited to: Pokemon, Harry Potter, MTV, Twilight, Monster High, peace signs, etc. The faculty at Broadway Christian School holds the right to deem any lunchbox not listed above to be inappropriate.

Birthday Treats

Parents may send a cake or cupcakes to school on special occasions, such as a student's birthday to be incorporated into the students' lunch period or snack time. This is not a time for a class party with decorations, etc. Parents should drop off the treat in the school office and are not allowed to be present during this time. Because the teacher's time and resources are limited, parents should not send any type of treat that will create unnecessary extra work for the teacher. Parents should notify the teacher in advance if they are planning to send special treats.

Medication

No medications which are unmarked or unauthorized will be administered to students who become ill at school. This includes Tylenol. Should a student use Tylenol or other similar over-the-counter pain relievers on a regular basis, parents must submit the medicine and written instructions as to their use. No medicine will be given unless authorized by the parent or guardian. We do have Tylenol available in the school office. If the office staff has obtained the necessary permission from the parent, he or she will administer the medication to the student and then record it on a medication administration log.

Prescription Medication: If a doctor has prescribed temporary medication to be given to your children during the day, please send complete, written instructions to the office along with the properly labeled medication. Medication must be in premeasured, single-dose quantities. Send only one day's supply at a time. All medication must be turned in to the student's teacher. This includes but is not limited to: inhalers and epi-pens. If a student is on a daily prescribed medication that must be taken at school, parents will receive a form from the office that must be filled out by the child's doctor giving the school permission to administer that medication daily. If we do not have this form on file we are not allowed to give your child their medication.

School Visits

Parents are encouraged to keep a close relationship with the school. Our administration and faculty are available to help you in any way. Parents who want a teacher conference should call the office and schedule a meeting after school hours. No parent is allowed to go to their child's classroom without reporting to the office first. All visitors to the school are to abide by the school dress code.

Classroom Rules

1. No one is to be out of their seat without permission.
2. There will be no talking without permission for any reason once inside the classroom.
3. Chair legs must be on the floor at all times.
4. Reverence is expected during any prayer and Scripture reading or any devotion time.
5. Students are not allowed in the classroom without the teacher's permission. This applies to before, during, and after school.
6. There should be no running or horseplay in the classroom.
7. All adults are to be addressed by their formal name or title. i.e. Mrs. Jones or Coach Smith

Grounds and Building Rules

1. Students are not allowed to leave campus at any time during the school hours without the office's permission.
2. There is to be no running or playing in the hallways.
3. There should be no shouting, loud laughing, boisterousness or misbehavior. Speak only in low tones.
4. Students are not allowed on any roof on the school or church's property.
5. Alcohol, cigarettes and drugs are prohibited both in possession and use. Knives, guns and explosives (including firecrackers) are not permitted on school property. **Anyone caught with these items will be dismissed immediately.**
6. Video games, DVDs, CDs, iPods, tablets, mp3 players and magazines or books not related to class work are not permitted on school property. Any one of the afore mentioned will be confiscated and the appropriate punishment will be meted out before they will be returned to the parents at a later date. If at any time a teacher suspects that prohibited articles have been brought, they will refer the student to the administration. We reserve the right to check pockets, purses, lockers, book bags or cars. Items will be emptied onto a desk or table by the student. The administration will inspect the contents for prohibited items. Males and females will be separated when checks are called for. This administration will be as discreet as possible.

Standards of Dress

While it is realized that the Bible does not specifically tell how one should dress or cut their hair, it does give some principles to follow. In light of these principles, an institutional standard for the school must be set.

1. Modesty (I Timothy 2:9; II Timothy 2:22)
2. Distinction (Deuteronomy 22:5; I Corinthians 11:14-15)
3. Identification with the Lord and not the world. (I Timothy 4:12; Romans 12:1-2)
4. Appropriate dress for the occasion

Student compliance with the school's dress code is an essential component for maintaining an environment that pleases the Lord and encourages learning for every student.

The dress code is in effect for all school activities and functions including those which may occur outside the normal school hours. If a student does not follow the dress code, his or her parents will be called, the student will change, and any classes missed will be counted as unexcused absences.

In order to maintain the proper Christian atmosphere the following guidelines for dress have been established:

Girls

1. Dresses or skirts with blouses are to be worn at all times except during P.E.
2. The hemline of slits of dresses and skirts must not be higher than the bend of the back of the knee joint when standing or walking and should drape over the knee when sitting. Skirts are to be worn at the waist. Dresses and skirts must touch the floor while in an upright, kneeling position. Full slips must be worn under sheer blouses or dresses. Half-slips must be worn under sheer skirts. Undergarments should not be seen at any time.
3. Neck lines should be no lower than one hand's width from the neck all the way around the neckline. Tops must completely cover the shoulders. Tank tops are not permitted. No strapless or spaghetti straps are to be worn. Undergarments or bare midriffs should not show at any time. Short cropped tops that would expose a bare midriff when the student moves, bends or sits, and open back dresses and blouses are not permitted. Sleeves on dresses and shirts should be the proper length not stretched out of shape.
4. No sheer, see-through, or tight, form-fitting or revealing garments are to be worn. Parents and students are urged to use caution in selecting clothing made of spandex type material.

5. Leggings may be worn under dresses or skirts. *If leggings are worn the skirt length can be at the knee. Leggings must be solid.*

5. Shoes must have a solid back or strap.

6. Girls may wear tennis shoes, but they cannot be high tops. They should be low top girls tennis shoes in white or mostly white or light colors.

7. **On chapel days, dress shoes must be worn.**

8. No jackets, coats, hooded sweatshirts, or fleeces may be worn in the classroom. Sweaters may be worn.

9. Large, dangling earrings, and excessive or unusual jewelry are not permitted. Earrings are to be worn in the ear lobe only. Cartilage piercing, body piercing, body art, tattoos, and the like are not allowed. Hair must be combed above the eyebrows, look neat, clean and well groomed at all times. Braids are not to be worn in an unusual style or hang in the student's face or eyes. Hair color must be naturally occurring on humans. Young ladies should use limited make-up. This means no excessive amount of eye shadow or lipstick. No gothic type make-up is acceptable.

10. No logos or pictures on shirts allowed except as specified for special events.

Boys

1. Shirts must have a collar. Pullover shirts may be worn if they have a collar. No tee shirts. Shirts must be completely tucked in so the student's belt is visible at all times. Do not wear a shirt that is not able to be tucked in. Undergarments or midriffs should not show at any time.

2. Boys must wear casual or dress slacks, or jeans that are clean and in good condition. Pants cannot be torn, frayed, faded or be of an unusual design. Pants should be of proper length, not oversized and dragging the floor. Boys must wear a belt. Boys may not wear tight-fitting pants, skinny jeans or pant styles with a "droopy", low-waist look. **Pants are to be worn at the waist.** Boys are not permitted to wear short pants, sweat pants, athletic style pants of any kind, or jogging suits.

3. Shoes and socks must be worn at all times. Sandals and backless style shoes are not permitted. Tennis shoes are permitted only if they are clean, in good condition, and are completely laced and tied at all times.

4. Hats are not to be worn indoors.

5. On chapel days, boys must wear a tie over a button shirt. The tie must be on by 8:00 a.m. and must be worn all day. Dress shoes must be worn. No tennis shoes. **No jeans on chapel days.**

6. No jackets, coats, hooded sweatshirts, or fleeces may be worn in the classroom. Sweaters may be worn.

7. No logos or pictures on pants or shirts allowed.

8. Boys are expected to keep their hair neat, clean, and well-groomed. Hairstyles must be neatly trimmed and in good taste. Boys are not permitted to have long hair, dreadlocks, mini-dreadlocks, Mohawks, or faux hawks. Hair must be cut to be off the ears, eyebrows and collar at all times and present a smooth tapered appearance that conforms to the shape of the head. Hair color must be naturally occurring on humans. Faddish or unusual hairstyles, such as hair sculptures, writing and designs, bleaching or coloring, high shaved sides or shaved heads are not permitted. There is no excessive use of hair products to make hair stand up.

9. Boys are not permitted to wear beards or mustaches. Boys are expected to maintain a cleanly shaven face. Sideburns should be neatly trimmed and not bushy. The base of the sideburn must be a cleanly shaven, horizontal line that does not extend below the earlobe.

10. Boys may wear a ring or watch. One necklace may be worn under their shirt, no chokers. Boys are not allowed to wear an earring. Body art, tattoos and the like are not allowed.

Broadway Christian School is strongly opposed to students adopting faddish hair styles and dress styles. The administration will call parents to the school if students attempt to wear their hair and/or clothes in a manner that is deemed inappropriate. Parents will be asked to have the matter corrected immediately or withdraw their child from school.

Final decisions on questionable clothing, hair styles, jewelry, or make up will be made by the administration. Repeated infractions of the dress code may result in expulsion.

Parents and guests are asked to observe the school dress code when attending Parent/Teacher conferences, field trips, programs, or special events.

Every student is subject to immediate compliance with the school's dress code or withdrawal.

Standards of Conduct

All students entering Broadway Christian School are expected to conduct themselves as Christian ladies and gentlemen. **Students are to show respect to adults at all times.**

All parents must sign the Statement of Cooperation. All students from grades 7-12 must read and sign the student Statement of Cooperation.

Students are not to argue, manifest a hateful disposition, or make fun of another student. Fighting and hazing will not be allowed. Bullying is not permitted. Keep your hands to yourself.

If a student has a question about a teacher's action, he/she should personally and politely make arrangements to talk with the teacher after school or at a free time during school hours.

Students defacing school property will be required to replace or repair the damage. This could also result in dismissal.

Students should avoid slang and should take care not to use idly any name or attribute of Christ or God. Vulgar language and profanity will not be tolerated.

Students should come to chapel prepared to participate and worship. Students are to respect the chapel as well as the speaker.

No student will be retained who, after being warned, continues to be disrespectful, rebellious or manifests a bad attitude.

It is our desire to provide an atmosphere where students can exercise their greatest potential, an environment free of ridicule or abuse. Broadway Christian School will strive to provide a hostile free environment.

The Administration and staff of BCS want to provide an environment conducive to the spiritual growth and development of young people who are not yet mature Christians. All of the activities of the Christian must be for the glory of God who indwells us. Christians will do their best to avoid worldly practices. (Romans 12:1-2) We expect all students to live by Biblical principles, both in school and out of school.

Our staff will exhibit Christian character and behavior. Our school will endeavor to employ only staff that meets the highest Christian and moral standards.

Broadway Christian School will not knowingly accept any student who would pose a threat or in any way bring danger to your child.

No staff member or student will be retained after performing any deviant or immoral actions. Furthermore, verbal or physical abuse will not be tolerated. Anyone guilty of such actions will be dismissed immediately.

Internet/Social Media: Due to the exposure of inappropriate information and the exposure of children to child predators, BCS suggests that student's use of the internet be supervised by the parent. Use of websites like Facebook, Twitter, Instagram and other social media sites should be carefully monitored. Parents have the choice to allow or not allow their student to participate on those websites. Students who place information on the World Wide Web that is out of harmony with the policies and rules of BCS, will be dealt with in the same manner as if the violation occurred during school hours. This is due to the public access and public nature of the web domain. Therefore it is important that a student be found consistent in all walks of life, not only during school. All public postings should reflect the nature of Christ and the moral values of the Word of God. Students that use any type of social media cannot post or make comments that are negative, derogative, or demeaning toward any school employee, school

student, or any parent. Students cannot post/share any photos, images, pictures that are pornographic, offensive, or go against Bible teaching. Students cannot use any language that is ungodly or offensive. Cyber bullying by students will not be tolerated. Students who post inappropriate material on personal web sites or social media sites will face administrative discipline. Students and parents should be aware that the administration will be monitoring social media sites. It is highly recommended that students only have one account on each site. Having multiple accounts simplifies a student being able to hide things from parents and administration. If it is discovered that a student has inappropriate material (as determined by the administration) on their social media site; they and the parent will be notified. The student will then be asked to remove it. The student should remove the inappropriate material immediately and issue an apology on their site. If there is a second offense the student may be suspended from school. (Consideration will be given as to the circumstances surrounding the incident) If there is a third offense the student may be dismissed from school.

Smartphone Apps: There are countless apps that can be downloaded for free that can pose some of the same threats and issues as the social media sites. Specifically messaging apps. This includes text messages and multimedia (video and picture) messages. Because this will be harder for the administration to monitor we encourage parents to be aware of the apps your child is using and help us by ensuring that they uphold the same standards for these apps as we expect them to uphold while using the social media sites.

Transportation

Students must go home by their pre-designated means of transportation. Any deviation will be approved by the office after receiving written notification or verbal confirmation from the parent.

Students who drive to school must leave their car as soon as they arrive. They are not allowed to leave campus once they have arrived until they have been dismissed. Students who drive are not allowed to transport other students from school without advance written permission from the parents involved.

When entering school property you must drive with caution. There will be no squealing of tires or spinning out. No loud music should be heard coming from your vehicle. Rock stickers, obscene stickers, or sexual innuendos are not allowed on any car parked on our property. Infraction of these rules could result in the revocation of the privilege of having your car on campus.

Adults dropping off students must enter the school property with caution. There should be no loud music heard coming from your vehicle. Please park in a parking space and be cautious of students crossing the parking lot and other drivers around you.

Cafeteria Rules

1. Students must be orderly in the cafeteria. You must talk quietly.
2. All eating and drinking must be done in the cafeteria. No food or drinks are allowed in the classrooms.
3. Each student is to clean up their own trash.
4. Snacks and lunches must be brought to school in a lunchbox or lunch bag and stored in the designated area in the cafeteria.

Standards of Discipline

Broadway Christian School uses the following Biblical passages as a basic for discipline: Proverbs 3:11;13:24;20:30;22:6;22:15;23:13-14;29:15,17, Hebrews 12:6-8, Ecclesiastes 7:15

Broadway Christian School is dedicated to the training of children in a program of study, activity and living that is Christ centered. We believe that "all things should be done decently and in order" and that our students should be taught to accept a given responsibility to "walk honorable before all men."

Our faculty maintains standards of behavior in the classroom through kindness, love, and a genuine regard for their students. When disciplinary action becomes necessary, it is firmly carried out, tempered by good judgment and understanding. This action may include detention, suspension, or expulsion. Any faculty member can correct any student.

Teachers will handle as much discipline as possible at the lowest level. When a student receives a detention, a detention slip will be sent home with the student and is to be signed by a parent/guardian and returned the following school day.

Enrollment and Financial Information

Broadway Christian School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities made available to students at our school. Broadway Christian School does not discriminate on the basis of race, color or national or ethnic origin in administration of its educational policies, admission policies and athletic policies.

Broadway Christian School, as a private institution, reserves the privilege of setting and maintaining its own standards for student conduct, dress and cleanliness. The school maintains the right to refuse admittance to anyone who fails to meet the entrance requirements, and to

suspend or expel any student who violates the standards set down in the Parent/Student Handbook, Statement of Cooperation, or other rules of conduct as defined by the Administration.

The finances of the school depend upon the tuition from the students for operation. **We will be having fundraising programs and your cooperation is required.**

Each parent must complete a financial agreement form at the time of enrollment. Monthly tuition is set up on a ten month payment schedule. Payment is due on the first day of the month. Payment after the tenth of the month will be considered late. There will be a \$15.00 late fee for payments not made on time.

Book fees must be paid in full within the first two months. When an account goes two months past due, the student will be asked to leave unless an exception is granted through the office.

Withdrawals

Withdrawals must be conducted through the school office. Those withdrawing will be charged tuition until the office is notified by the completion of the proper withdrawal forms which must be signed by the parent. Notification should be at least 30 days in advance. If the student is withdrawn at any time during the month no refund of any part of the monthly tuition payment will be made. **Report cards and/or student records will not be released until accounts are cleared.**