



Parent and Student HANDBOOK

2025-2026

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MISSION STATEMENT

Deuteronomy 6:5-7, Proverbs 22:6, 1 Corinthians 6:19-20

Valley Christian School is committed to educating the whole student, mind, body, and heart by upholding God's word as the foundation for a lifetime of living and learning.

PHILOSOPHY STATEMENT

Colossians 2:3, 1 Timothy 4:12, Ephesians 4:2-3

Valley Christian School understands that all truth is God's truth and seeks to educate students from that worldview, enabling students to be successful in their own lives and to be relevant in our culture. The school board, faculty, and staff of Valley Christian School desire to be living models of Christianity for the school and for the community.

Valley Christian School is non-denominational; no single church funds our activities, approves our curricula, controls our board, or sets our policies.

- We teach Christian principles, not denominational doctrine.
- Our teachers are dedicated to our mission of providing a Christ-centered education that connects home, church, and school.

Non-Discrimination Statement

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

OBJECTIVES:

1. Cultivate Wisdom through Truth

Proverbs 2:6, James 1:5, Psalm 119:105

We want to weave a love for truth—God’s truth—into every part of learning. It’s about helping students grow intellectually and find real wisdom that lights their path.

2. Foster Christian Character as Living Models

Matthew 5:16, Colossians 3:12-14

Our goal is a school community where everyone—board members, teachers, staff—lives out Christian virtues every day. We hope to be walking examples of faith, not just for our students, but for the wider world too.

3. Nurture a Unified Christian Community

John 17:20-23, Ephesians 4:1-3, Romans 12:16

We’re building a place where everyone feels at home, no matter their Christian background. It’s about bringing together students, faculty, staff, and board members in a spirit of unity and mutual understanding.

4. Strengthen the Connection of Home, Church, and School

Deuteronomy 6:4-9, Proverbs 22:6, Ephesians 4:11-16

We believe it takes a village—home, church, and school working hand in hand—to raise kids in a Christ-centered way. This partnership nurtures the whole child: mind, body, and heart.

STATEMENTS OF FAITH

God

We believe in one perfect, eternal God, creator of all things, self-existent in three persons: Father, Son, and Holy Spirit. (John 14:16-18, John 17:11)

The Father

We believe in God the Father, creator, and judge of all things, who is true holiness, eternal power, infinite love, and absolute truth. (Genesis 1:1, Psalm 9:7-8, Exodus 15:11, 1 John 4:16)

The Son

We believe in the deity of Jesus Christ, who was conceived by the Holy Spirit and born of a virgin. He died on the cross as the sacrifice for our sins. He arose from the dead and ascended into heaven. He is now our advocate at the right hand of God the Father. He will return in glory to judge the living and the dead. (John 1: 1-4, John 14:9, Colossians 1:15-17, Luke 1:35, Matthew 1:18-25, 1 Peter 2:24, John 20:10-31, Acts 1:11, Matthew 24:27, 1 Thessalonians 4:13-17)

The Holy Spirit

We believe in the Holy Spirit whose ministry is to glorify the Lord Jesus Christ and to convict, regenerate, seal, indwell, guide, impart gifts, instruct, and empower believers for life and service. (John 16:7-11, I Corinthians 6:19, John 14:26, John 16:13)

Scripture

We believe the Scriptures, both Old and New Testaments, to be the infallible, inspired Word of God, the complete written revelation of His will for humanity and the divine and final authority for faith and practice. (II Timothy 3:16-17, II Peter 1:20-21)

Humanity

We believe humanity was created in the image of God, chose to sin, and without God is spiritually dead. (Genesis 1:27, Jeremiah 17:9, Romans 3:23) We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen 1:26-27) Rejection of one's biological sex is a rejection of the image of God within that person.

Marriage

We believe that the term “marriage” has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Genesis 2:18-25) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Corinthians 6:18; 7:2-5; Hebrews 13:4) We believe that God has commanded that no sexual activity be engaged in outside of a marriage between a man and a woman.

Salvation

We believe that salvation is by grace alone, through faith in Jesus Christ alone. All who receive Jesus Christ as Lord and Savior are born of the Holy Spirit and become children of God. (Ephesians 2:8-9, Titus 3:5-7, I Peter 1:18-21, John 3:5, John 3:16, Romans 3:21-30, Galatians 4:4-7, John 1:12-13)

Ordinances

We believe water baptism and the Lord's Supper are commanded by our Lord Jesus and are to be observed by the church. They are not to be regarded as a means of salvation. (Acts 2:38, Romans 6:4, 1 Corinthians 11:23-26)

The Church

We believe in the spiritual unity of everyone who has been reborn through faith in Jesus Christ. God has called His church to worship Him, to disciple believers and to proclaim the gospel to the world. (Galatians 3:28, John 17:11, Matthew 28:18-20)

Christ's Return and Judgment

We believe our Lord Jesus Christ will return to earth to judge all humanity. Those who have accepted Christ as their Lord and Savior will have everlasting joy with the Lord while unbelievers will face eternal separation from God. (John 3:16-19, I Thessalonians 4:13-17, Revelation 20:13, Revelation 22:12)

ADMISSIONS POLICY

Proverbs 13:20, 1 Corinthians 15:33, Ephesians 5:11

In order to provide a Christian education for as many students as possible, Valley Christian School admits individuals who value and promote a Christian environment. Each prospective student will be considered for admission based on, but not limited to, the extent to which the general lifestyle and public conduct of the student and his/her parents is compatible and/or cooperative with the values and policies embraced by Valley Christian. If the attitude or behavior of a family and/or prospective student is incompatible and/or uncooperative with the biblical principles held by Valley Christian, the school reserves the right to deny the student's application for admission. (Practices considered incompatible include, but are not limited to, sexual immorality, transgenderism, homosexual orientation, illegal substance use and/or alcohol abuse.) Valley Christian also reserves the right to discontinue enrollment of a student who, after being admitted to Valley Christian School, behaves in an incompatible and/or uncooperative manner.

SCHOOL ATTENDANCE POLICY

School Hours

School begins at 8:00 A.M. Students should arrive no earlier than 7:45 A.M. School will be dismissed at 3:30 P.M. Students are to be picked up by 3:45 P.M.

Tardiness

Pledges and prayer time begin promptly at 8:00 A.M. Students arriving after 8:05 A.M. will be counted tardy for the day. Excessive tardies are detrimental to the educational process and strongly discouraged at Valley Christian. If your child is late, please walk in to sign he/she in for the day.

Students in grades 7-12: **A tardy will be given a demerit. 3 demerits equal a detention. 3 detentions equal an out of school suspension (ISS).**

Early Departures

Parents must contact the office or come to the office to check out and pick up their child.

Late Arrival K - 12

Students arriving after 10:30 A.M. or leaving before 1:00 P.M. will be marked absent for a half (1/2) day.

Authorized Pick-ups

If you are unable to pick up your child, please let the school know. NO child will be placed in a vehicle (even with friends or relatives) without prior notification by parents. The person picking up your child must be listed on the child's list of approved pick-ups. Please tell the person that the school **MAY** require an ID before releasing your child. Please notify the office as early as possible of alternate pick-ups. Parents need to specify through writing, addressed to the receptionist, who will pick them up after special events/field trips.

Absences

Ten (10) absences per semester will be considered excessive. When 10 absences have been accumulated, a Valley Christian administrator may issue a letter to the parent/guardian. All absences (excused, unexcused, planned, or unplanned) will count toward the total number of absences.

All absences will be recorded on the student's permanent file.

Students arriving later than 10:30 A.M. or leaving before 1:00 P.M. will be marked absent for a half (1/2) day.

If absences exceed twenty (20) per semester, the student will be evaluated for possible grade retention, if the semester grade is below a B average.

Absences incurred due to out-of-school suspension will be counted against the number of attendance days allowed by this policy.

Absences may be excused, after notifying the office for the following reasons:

Personal illness (Doctor's note required after 4 "excused due to sickness by a parent")

Medical/dental appointments

Serious illness or other extenuating circumstances in the immediate family (parents/guardians, siblings, and grandparents)

Other circumstances determined by the administrator

School Notification

The office should be notified no later than 9:00 A.M. if a student will be absent. The office phone number is 479-968-1429.

Make-up Work

If you are planning to be away for more than three days, students will be allowed to make up the work upon their return.

For unplanned absences, parents must call the school office by 10:00 A.M. to obtain make-up assignments. Parents will be directed to either pick up physical books and papers at the office or find the makeup materials in their child's FACTS account. Students are responsible for the completion of all missed work in a timely fashion. You have the same amount of days to make up the work as you have missed.

School Closings

In the event of school closing (i.e., inclement weather), Valley Christian will give as much notice as possible for any weather related school closures.. We will post closures on VCS social media accounts and send notifications to parents.

Field Trips

The educational experience at Valley Christian includes field trips. Each class will go on various trips throughout the year. Some trips will require transportation by vehicle, and some will be within walking distance to areas near the school. Students will not be allowed to attend any field trip unless they have returned a signed permission form. Students are encouraged to wear their Valley Christian School shirts on all field trips. Field trip days count as instruction days; therefore, absences on field trip days will be counted as unexcused unless the absence falls under the excused absence guidelines.

ILLNESS AND MEDICATION POLICY

All medication must be brought to the school office. Medication must not be put in a student's lunchbox or backpack. All medication must be administered with adult supervision. Parents must provide an unexpired prescription in the original container with the original label that includes the student's name, provider's name, date, drug name and directions, along with a signed parental request for the medication to be administered. If your child uses an inhaler, you must be sure the school always has one. If over-the-counter medication is necessary for longer than two weeks, a doctor's statement is required.

The Arkansas School Health Services Manual provides guidelines for excluding students from school if they have a known or suspected communicable disease. As a general rule, a student will be excluded from school if he/she has a temperature of 100 or more and/or if the student experiences vomiting or diarrhea. Students must be fever-free and without vomiting for 24 hours before returning to school. Students requiring antibiotic therapy must follow the guidelines of the independent licensed provider before returning to school. This usually includes resolution of acute signs and symptoms and 1–2 days of antibiotics.

Valley Christian School keeps acetaminophen, ibuprofen, and Benadryl on hand for students.

Epinephrine Auto-injectors (EpiPen) will be used on students in the event of severe allergic reactions. Parental consent is assumed UNLESS the office is contacted and a refusal form is signed.

VISITOR POLICY

To keep classroom interruptions to a minimum, messages to students will be delivered at a convenient time. Lunches or other items will be left with office personnel who will see that they are delivered to your child.

All visitors, including parents and volunteers, must sign in at the front desk. Do not go directly to your child's classroom without first signing in at the front desk.

DRESS CODE POLICY

1 Timothy 2:9-10, 1 Peter 3:3-4, Romans 12:2

Christians are encouraged in the Bible to observe the principles of modesty, to avoid drawing attention to themselves, and to glorify God in all their behavior. VCS seeks to maintain an appropriate educational environment, as such modesty, neatness, and cleanliness are essential. Clothing or hairstyles that distract from the educational process or that draw attention are not appropriate. Dress standards are part of all workplaces and a way for all to demonstrate positive leadership and humility. Extremes in fashions are considered inappropriate and distracting. Parents are expected to monitor their student's dress each day and before they come to school. If the student's clothing does not reflect modesty or neatness, they may be required to remain in the school office until they can change into appropriate clothing or their parents can bring

appropriate clothing. In cases where parents have questions or have not monitored the student's dress which leads to a violation of the dress code, the administration will be the final authority. Consequences for Dress Code Violations will follow the discipline policy.

Boys:

- Neatly groomed, practicing good hygiene
 - Extreme or counterculture hairstyles and extreme hair colors are not permitted
 - No visible earrings, tattoos and body piercings are not permitted
 - Holes in pants above the five-inch mark above the knee must not show skin, no tank tops, no sleeveless shirts, please wear modest tops
 - Shorts should not have an inseam shorter than 7 inches.
- No makeup of any kind, including finger nail polish.

Girls:

- Extreme or counterculture hairstyles and extreme hair colors are not permitted
- No cleavage, and no midriff to be seen at all times. No undergarments should be seen. All shirts must have sleeves.
- No excessive ear piercings, no visible tattoos or body piercings are permitted
- Leggings, jeggings, yoga pants or any other form fitting pants may only be worn with a modest top long enough to completely cover the bottom. No words written on/over the buttocks area.
- Dresses and skirts for students in grades K-12 must be no shorter than five inches from the top of the kneecap. Holes in pants above the five-inch mark above the knee must not show skin. Shorts must not have an inseam less than 7 inches.

Clothing is to be neat and clean. Hats, bandanas, or caps may not be worn in the building unless the designation of "hat day" is approved by administration. Students may pay \$1.00 to wear a hat on Fridays.

Chapel

Chapel attire will be jeans (no holes) or slacks, shorts with a button closure (no gym shorts), and a Valley Christian branded top - tshirt, sweatshirt, or hoodie, OR a top that is nicer (with a collar).

ACADEMIC POLICY

Grades

Teachers will use the following grading scale for students in grades one through twelve:

100 – 90 A

89 – 80 B

79 – 70 C

69 – 60 D

59 – 0 F

Grades 9th – 12th (excluding VA or concurrent classes) will utilize a weighted grading system as indicated below.

Assignments - 40%

Quizzes and Tests- 60%

Semester Tests – 20%

Homework

Homework enables teachers and parents to evaluate students' understanding of the material being taught. Good effort on homework completion ensures that students are prepared to do their best in class the following day. Homework is to be completed in the time allowed. Failure to turn in homework in a timely fashion will result in a demerit.

Academic Probation

The academic probation policy of Valley Christian states that any student must:

- have at least a 2.5 and no Fs at the end of a 5th or Nine Week grading period
- AND be in accordance with the attendance policy

- A proven history of effort in the class(es): No missing work from failure to turn in an assignment, no disciplinary actions recorded, and a positive teacher report on the participation and adherence to classroom standards by the student.

Any student who does not meet the above criteria will be placed on an Academic Probation **WATCH LIST**. Parents will be notified by administration upon Academic Probation. The student will then have one more Nine Week grading period to improve his Academic Efforts before being considered for unenrollment from Valley Christian School.

Semester Test Exemption

A student will be exempt from semester tests if they have a 3.5 or better cumulative GPA for the semester, and no more than 10 days missed (excused or unexcused) during the semester.

Grade Placement

Parents and teachers desire that each child be taught on grade level and be able to perform

satisfactorily without academic modification. However, if a student is unable to maintain the academic pace of his/her peers, it may become necessary to move that student to a more academically appropriate setting.

Promotion or Retention

In circumstances where retention may be necessary for students in grades K-8, a conference must be held with the classroom teacher, the parents, and the administrator. All parties should agree on the best placement for the student. The teacher will fill out the necessary forms for the student's permanent record. If a credited class (9th-12th, 8th for Algebra I) is not passed due to grades, you must retake the failed core class, or obtain (at Parent's expense and time) the required credit recovery. Retaking an elective class to ensure credits needed to graduate are obtained may be required. Summer school to earn credit for graduation will be mandatory.

Enrichment Classes

Enrichment classes are considered part of our curriculum. All students are required to participate and to adhere to the same behavioral standards as in the regular classroom. Non participation in any P.E. class will require a doctor's note.

Graduation Requirement

The Graduation Requirements for Valley Christian Students are linked [here](#). Starting in 25/26, students will be required to receive 20 hours of Community Service for graduation, for a total of 80 hours, 20 hours for each year completed in the 9th - 12th grades.

Parent Complaint/Appeal Procedure

Steps are as follows:

1. A parent/guardian who wishes to make a complaint should first contact the teacher.
2. If the complaint is unresolved, the parent is to contact the teacher to schedule a face-to-face meeting.
3. If the complaint is not resolved, the parent should contact the Head of School to schedule a face-to-face meeting. If the parent wants to escalate it further, the Lead Administrator will take it to the board.

All communication from the parent to the school is expected to be responded to within one school day. These steps must be taken when filing a complaint. No step can be skipped.

DISCIPLINE POLICY

Ephesians 5:1-2, Colossians 3:12-13, 1 Peter 2:12

All students attending Valley Christian School are to exemplify Christ-like behavior and comply with biblical standards on and off campus careful to not bring dishonor to our school. Upon coming to the school's notice, if a student persists in behaving inappropriately, the student and parents may be asked to come in for a conference with the Lead Administrator. If necessary, the administrator will be asked to conference with the student and/or parents.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt 15:18-20; 1 Corinthians 6:9-10)

Unacceptable Behavior

Any of the following could result in DISCIPLINARY ACTION (demerits or detention, suspension - out of school, or expulsion) from Valley Christian School (and/or loss of driving privileges for high-school students): {NOT LIMITED TO, AND IN ADDITION TO}

Each infraction could result in a demerit. Three (3) demerits will result in a detention. After five (5) demerits, there will be parent contact and another detention. After (7) demerits, there will be a parent conference with an administrator and one day of out of school suspension (OSS). If the student continues to receive demerits after the first day of OSS, there will be another conference with an administrator to determine a plan of action for moving forward, which could include out of school suspension or expulsion. Demerits will be reset to zero (0) at the end of each marking period.

1. Intentional harm to anyone
2. Dress code violations
3. Vandalism of any kind
4. Repeatedly breaking the rules
5. Lying or stealing
6. Disrespect or defiance toward authority
7. Repeated late work or not following classroom procedures
8. Inappropriate speech or touching
9. Sexual immorality
10. Homosexual promotion or lifestyle of such of such
11. Cheating
12. Bullying
13. Threats of violence
14. Use or possession of cellphones to text or make phone calls without the expressed consent of teachers/staff
15. Unauthorized use of any electronic device (including school computers)
16. Possession or use of weapons, illegal substances, tobacco products or alcohol
17. Possession or viewing of pornographic materials
18. Inappropriate social media usage (including but not limited to cyber bullying, pornographic materials or photographs, inappropriate language)

Chromebooks

Valley Christian School utilizes Chromebook as a part of their daily classroom activities. Each parent and student must sign a Chromebook User Agreement agreeing to comply with Valley

Christian Chromebook guidelines.

Social Media - Proverbs 4:23, Philippians 4:8, Ephesians 4:29

Inappropriate social media usage (including but not limited to cyber bullying, pornographic materials or photographs, inappropriate language or content in text, music, or speech) is a violation of our code of biblical conduct and will result in disciplinary action including possible expulsion.

Search and Seizure

Valley Christian teachers and staff have the right to search students and their property if teachers/staff suspect that a student possesses stolen property, weapons, illegal substances, tobacco products, alcohol, pornographic materials, or electronic devices prohibited by the school. Teachers/staff will search students' clothing, purses, backpacks, vehicles, and other personal property according to the following procedures:

- Searches of a student (his/her clothing, etc.) will be conducted by a teacher or staff member of the same sex in the presence of an adult witness of the same sex.
- Searches of a student's property will be conducted by a teacher or staff member in the presence of another teacher or staff member.
- If Valley Christian teachers or staff members find weapons or illegal substances during their search of a student or his/her property, law enforcement authorities will be contacted. VCS will cooperate fully with any further investigation deemed necessary by law enforcement.

Bullying - Matthew 7:12, 1 Thessalonians 5:14-15, Proverbs 15:1

Bullying is prohibited by school policy and by state law (ACT 681 of 2003). Bullying usually has common features such as: 1) It is deliberate, hurtful behavior. 2) It is repeated. 3) It is difficult for those being bullied to defend themselves.

Bullying, whether physical, verbal, psychological or emotional, will not be tolerated at Valley Christian School.

Threats of violence will be taken seriously. Valley Christian teachers or staff members will investigate all reported instances of verbal, written or electronic threats made by a Valley Christian student toward another student, teacher, or staff member. If a threat is perceived as credible after the investigation, Valley Christian administration will report the threat to law enforcement officials. VCS will cooperate fully with any further investigation deemed necessary by law enforcement.

Insubordination - Ephesians 6:5-8, Hebrews 13:17, Romans 13:1-2

Each student has a basic right to the best education and training Valley Christian School provides. However, when a student interferes in any way with a teacher's ability to teach or a fellow student's ability to learn, that student forfeits his/her basic educational right and will be subject to disciplinary actions, up to and including expulsion. Insubordination [defiance of

authority; refusal to obey orders or requests] in any form will not be tolerated.

Public Displays of Affection - Ephesians 5:3-4, 1 Thessalonians 4:3-5, 1 Corinthians 6:18-20
Public displays of affection are prohibited at Valley Christian School and on all school-related trips and activities, including but not limited to field trips, dances, formals, ball games, school campus/property. Students will be subject to disciplinary action for physical contact such as hand holding, prolonged hugs, or kissing.

CELL PHONE FREE SCHOOL POLICY

We will be a bell-to-bell cell phone-free school. All cell phones will be turned off and stored in the Lead Administrator's office. The policy details are as follows:

Cell phones and personal electronic device definition

- Cell phones (both phones that connect to the internet and non-internet connected cell phones that send and receive text message and make phone calls)
- Personal electronics devices such as tablets and video games
- AirPods, earbuds, Bluetooth connected headphones
- Smartwatches, fitness trackers and other accessories that connect to the internet

Exceptions

A school shall require documentation to support exemptions. The exception is specific to the need only and still prohibits the use for any other purposes.

- A student has a medical necessity, as determined by a healthcare professional, requiring the use of a cell phone to manage their condition. The cell phone must be used exclusively for this purpose.

Cell phone storage

- Padded envelopes in alphabetized baskets located in the main office monitored by staff.
- If you have concerns about phone security, we recommend leaving your cell phone at home.

Note: Research indicates that carrying a cell phone in a backpack or on your person is not effective.

Consequences

No warnings given prior to enforcement of the consequences.

- 1st Offense: Cell phone is taken to the office and the student can pick it up from the office at the end of the school day.
- 2nd Offense: Cell phone is taken to the office and the student's parent or guardian is required to pick it up from the office at the end of the school day. A copy of the cell phone policy can be provided to the family upon the return of the cell phone.
- 3rd Offense: Cell phone is taken and kept until a parent meeting is scheduled and a plan is agreed upon on how to proceed for the rest of the school year.

Enforcement

The policy must be strictly enforced by all administration and staff school-wide.

Parent/Guardian/Student Communication

If a parent/guardian/student needs to communicate during the school day, a phone will be available in the main office (or other designated area by the school).

Note: If it is an emergency your student will be notified immediately.

Disciplinary Actions - Proverbs 22:6, Hebrews 12:5-11, Proverbs 13:24

Parents are responsible for disciplining their children. If a student's conduct becomes problematic, the student's parents will be advised and will be expected to take action to resolve the situation. The following disciplinary steps are generally followed:

1. Parent-teacher conference
2. Conference with parent, teacher, child and administrator
3. Loss of driving privileges for high-school students
4. Suspension
5. Expulsion

A student may be suspended, expelled, or may lose driving privileges at the administrator's discretion.

Detention

- Detention would be at lunch from 12:00-12:45.
- Detention will be upstairs in a designated classroom.
- Students would eat their lunch and work on homework only. There will be no talking.
- Students will not be allowed to use their chromebooks or any devices.
- Students will not be allowed to roam, they must sit in their seats the entire time.
- Students who finish their lunch may read, work on homework that does not require a device, or practice writing their memory verse for the month.
- If a student doesn't follow the rules in detention, they will be sent to the Principal's office and will receive detention again.

Qualifiers for Being Assigned Detention

Anything in the handbook that falls under "Unacceptable Behavior"

This includes, but is not limited to:

- Intentional harm to anyone
- Vandalism of any kind
- Repeatedly breaking the rules
- Lying or stealing
- Disrespect or defiance toward authority

- Inappropriate speech or touching
- Sexual immorality
- Homosexual lifestyle or promotion of such
- Cheating
- Bullying
- Threats of violence
- Use of **cell phones** to text or make phone calls without the expressed consent of teachers/staff
- Unauthorized use of any electronic device (including **school computers** and **cell phones/earbuds**)
- Possession or use of weapons, illegal substances, tobacco products or alcohol
- Possession or viewing of pornographic materials
- Inappropriate social media usage (including but not limited to cyber bullying, pornographic materials or photographs, inappropriate language)
- **3 tardies** to any class (every 3 tardies is a detention) (Calculated on Friday)
- **2 or more dress code violations**
- Not coming to class prepared (forgetting books, required classroom tools, etc.) *This is at the teachers discretion.*
- No/Missing work
- talking in class,
- disrupting class,
- skipping class,
- general disobedience or defiance,
- cheating on tests or homework,
- mistreatment of fellow students,
- dress code infractions.

Once a student has had 3 detentions, a meeting with the teacher, principal and parents will be arranged and the student will have a 1 day suspension which will be recorded in their permanent record. If the student continues to receive detentions, further disciplinary action will be decided by school administration which could include loss of open campus privilege, game suspension (basketball, volleyball, cheer etc.), a longer suspension, or expulsion from Valley Christian School.

STUDENT DRIVER POLICY

- All students must register all vehicles that are driven on campus and complete the Student Driver Form. In the parking lot, students are required to park within designated parking areas.
- Valley Christian reserves the right to deny parking and driving privileges to students in the case of erratic, unsafe, or unlawful driving. Driving privileges may also be denied or revoked due to student misbehavior and due to academic probation for unsatisfactory grades.
- Parents may give permission for their student to leave campus at lunch.

- Students may be required to give a note from home in order to leave campus during the school day. This is up to the parent's discretion.

VIRTUAL ARKANSAS POLICY

1. Eligibility Criteria:

- Grade Level: Students in grades 10-12th are the only grade levels accepted in a VA class. (Except those students already taking VA classes in 2024)
- Academic Performance: Students must maintain at least a 2.5 GPA in core subjects to ensure they can handle additional coursework.

2. Course Selection:

Student may select from the following courses:

- Personal Finance (.5 credit)
- Fine Arts (Music/Art Appreciation) (.5 credit)
- Computer Science (1 credit) (Classes starting with 465 only)
- Oral Communication
- Career, Life, or College readiness
- Spanish III or IV
- Approved CTE courses (if HS schedule allows, 3.0 or better GPA required)

In addition to these general electives, a student may enroll in

- Concurrent Credit (CC) College Algebra
- CC Western Civilization
- CC Comp I or II
- CC Oral Communications

3. Enrollment Limits:

- 12 students may be enrolled in the periods we will hold VA classes
- The number of VA classes a student may take could be limited to 1-2 classes per semester. This will be determined during a meeting with the Dean of Students and/or Administrator. The determination of enrollment will depend on overall GPA and class attentiveness.
- VA courses have to be Tier V or lower.

4. Application Process:

- An interview with a counselor or an academic advisor to assess readiness for online learning.

5. Support Structure:

- Valley will have a VA registrar, and a classroom facilitator.
- Regular checks with students and their teachers to ensure they are meeting course expectations.

6. Technology Requirements:

- Students must have access to a reliable computer and internet connection. Consider if the school can provide these or if students must arrange for their own.

7. Academic Monitoring:

- Regular grade reports from VA should be reviewed by school staff to ensure students are not falling behind in their traditional coursework.
- Student's grades in the VA class should not be lower than a 2.5 (Bs and Cs) GPA. If after the 1st quarter and 3rd quarter, grades are below this limit, parents are financially responsible for the class. (This is in addition to the course fees paid at the beginning of the school year.)

8. Parental Involvement:

- Parents must consent for enrollment and periodic meetings to discuss student progress.
- Parents must set up a Canvas Observer Role to monitor their child's progress.

LUNCH POLICY

- Students are expected to arrive at school with a lunch, drink, necessary utensils and paper goods every day (or to arrive with a drink and to purchase a lunch on days when lunches are sold). Each student's name should be clearly printed on the outside of his/her lunch box and/or thermos.
- **No microwave** will be available for K-3 students.
- All Lunch purchases are made in the FACTS SIS Family Portal.

TUITION POLICY

Matthew 22:21, Proverbs 22:7, 1 Timothy 5:8

Tuition payments are made through the FACTS/Tuition Management System.

You can choose from the following:

- Paid in full by August 10th
- Paid in two (2) equal payments by August 10th and January 10th
- Paid in ten (10) equal monthly bank drafts, drafted by the 10th of each month (starting in August and ending in May of the current school year) by FACTS/Tuition Management
- New enrollees must make their first month's tuition payment by the first day of the school year. Bank draft forms must be completed and submitted to the office prior to the end of the first month of enrollment.

- Insufficient funds on tuition, checks/drafts, lunch accounts, etc. will be considered late payment and will incur a \$35 fee and must be paid by cash, cashier's check, or money order. In the event a family reaches thirty (30) days behind on tuition payments, a notice will be sent from FACTS/Tuition Management to the family. Once the family reaches sixty (60) days behind on tuition payments the family will be asked to remove their child(ren) from the school. No student records, transcripts, etc. will be released until all tuition, lunch accounts, or other outstanding balances are paid in full. Once these outstanding balances are current, the family will have the option of returning their child(ren) to the Valley Christian classroom or requesting their records for transfer.
- Valley Christian School recognizes and understands that unforeseen financial hardships can and do arise, and we are willing to consider each on a case-by-case basis. For an alternative solution to be considered, other than removal of the family's child(ren) from the school, the family must petition the school board in writing before the sixty (60) day period has expired.

NON-CUSTODIAL PARENTS

It is required that the custodial parent provides the school with an official, updated copy of the court-ordered documents outlining child custody and visitation agreement.

Non-custodial parents are not to use the school as a meeting place to visit with their child(ren). The school will follow the rights for the non-custodial parent(s) that are outlined in the court order. If a school has on record a court order indicating that one parent has limited visitation rights or no visitation rights, and such parent makes an application to volunteer in the school, the principal need not accept the volunteer services of that parent. If the principal determines that such a parent is volunteering in order to increase contact with the child(ren), the principal should notify the custodial parent and have them settle the issue."

SAFETY POLICY

When a situation necessitates shelter in place, lock down, or other emergency protocol of the school, Valley Christian School will abide by the decisions made by the principal and will be announced to parents when the principal deems appropriate.

Valley Christian School Crisis Plan

iloveguys.org

1. Evacuation Plan:

- Trigger: Fire, hazardous materials, or other internal threats.
- Procedure:
 - All students and staff evacuate the building immediately, using the safest and nearest exit.
 - K-12 Evacuation Site: Travel west to the edge of the property, maintaining a safe and prudent distance from the building.
 - Staff Responsibility: Teachers should bring their class rosters and conduct a headcount upon reaching the evacuation site. Designated administrators or safety officers should ensure all areas of the school are cleared.
 - Communication: Once safely outside, communicate via radio or phone to confirm evacuation completion and report any missing individuals to the designated crisis manager.

2. Lockdown Plan ("Locks, Lights, Out of Sight"):

- Trigger: Immediate internal threat, such as an armed intruder or other imminent danger outside the school. (If the shooter is in the main building, first floor, all students in the cafe, auditorium, or gym need to run out of the building, through the closest exit door.)
- Procedure:
 - Teachers lock classroom doors, turn off lights, and direct students to sit out of sight from windows and doors.
 - If students are in the Cafeteria, the lights need to be turned off, and all the students out of site, away from the windows.
 - If the students are in the gym, the students are to go to the Cafe to be in a more secure environment.
 - Maintain silence, and all cell phones should be turned off. Upon teacher's instruction, 3 - 5 students may tell parents through text that they are ok, and will touch base again soon. Cell phones should remain off while not being used.
 - Staff Responsibility: Teachers ensure that students remain calm and hidden until law enforcement or administrators unlock the doors and signal that the danger has passed.
 - Communication: No communication via PA system until the situation is under control. Law enforcement or administration will give the all-clear.

3. Shelter-in-Place Plan:

- Trigger: External threats such as severe weather, environmental hazards (e.g., chemical spills), or threats in the surrounding community.
- Procedure:
 - K-5 Students: Shelter in the Central Offices if the hazard involves weather or external

threats.

- Grades 6-12: Shelter in the foyer restrooms.
- Weather-Specific Safety: In case of a tornado or other severe weather event, students will be directed to crouch down in designated areas with heads covered, staying away from windows and exterior walls.
- Staff Responsibility: Teachers ensure students stay in designated areas and take attendance once everyone is sheltered.

4. Secure Plan ("Get Inside, Lock Outside Doors"):

- Trigger: A threat or danger outside the school (e.g., criminal activity nearby, wild animals, or civil unrest).
- Procedure:
 - All exterior doors are locked, and any students or staff outside should be brought indoors.
 - Activities inside the building can proceed as usual, but no one may leave or enter the building until the all-clear is given by law enforcement or administrators.
 - Staff Responsibility: Increase situational awareness, verify all students are accounted for, and continue teaching unless directed otherwise.

5. Hold Plan ("In Your Room, Clear the Halls"):

- Trigger: Non-immediate internal threats (e.g., medical emergencies, hazards in the hallway).
- Procedure:
 - Teachers keep students in classrooms, clear the hallways, and continue teaching or engaging students in quiet activities.
 - Staff Responsibility: Remain in the classroom, keeping students inside until the "All Clear" is given.

6. Communication Protocols:

- Emergency Notifications:
 - Rave Panic Button: In the event of an emergency, the Rave Panic Button app will be used to immediately notify local law enforcement and safety agencies, including the Pope County Sheriff's Department, Russellville Police Department, Arkansas Tech University Public Safety, 911, and Arkansas State Police.
 - 2-Way Radios: Staff will communicate using 2-way radios on Channel 5 to maintain internal communication among staff members during an emergency.
 - PA System: For non-emergency situations (e.g., Hold), announcements will be made over the

PA system to direct staff and students.

7. Drills and Training:

- Fire Drills: Conducted once a month to practice safe evacuation from the building.
- Inclement Weather Drills: Held twice a year (once per semester) to prepare students and staff for severe weather events.
- Lockdown Drills: Practiced at least once, but typically twice a year, to ensure that students and staff are prepared for internal threats.
- Documentation: Each drill will be documented, including the date, time, and any feedback for improvement.

8. Roles and Responsibilities:

- Lead Administrator: The lead administrator will be responsible for initiating all SRP actions (Hold, Secure, Lockdown, Evacuate, Shelter). This includes making decisions based on real-time information, communicating with local authorities, and coordinating staff responses.
- Staff: Each staff member will be responsible for following the directives given during an emergency, such as locking doors, sheltering in place, or leading students in evacuations.
- Attendance: Teachers will take attendance at the beginning of any emergency action and report any missing students to the designated crisis manager.

9. Parent Communication:

- Emergency Notifications: In the event of an actual emergency, parents will be notified through one or more of the following:
 - Text Messages
 - Emails
 - Automated Phone Calls
- Content of Messages: Parents will receive information regarding the type of emergency, the status of the students, and any instructions (e.g., if they need to pick up their children).
- Drill Notifications: While parents are typically not notified about drills, the plan should note that in the event of an actual emergency, all available communication channels will be utilized.

10. Reunification Protocol:

- Reunification Location: The designated reunification site is at 113 East G Street.
- Parent Access: Parents will enter through the south entrance of the building.

- Student Access: Students will enter through the east entrance.
- Procedure: Once the school is deemed safe by law enforcement or administrators, students will be escorted to the reunification site where parents can sign them out. Identification will be required for the safety of the students.
- Communication: Parents will be notified through the same emergency channels (text, email, or phone) when and where to reunite with their children.
- Teachers will be assigned and responsible for all the reunification stations stated in the SRP by iloveguys.org.

11. Special Considerations:

- No Special Needs: At this time, there are no students or staff with special needs that require additional planning. However, the plan should include a note that this section will be updated if any students with special requirements enroll in the future.