



# Family Handbook

**2023-2024**

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- August 2 First day of school
- September 4 Labor Day—School Holiday
- September 15 Half-day of school
- Sept. 18-22 Fall break
- October 6 End of 1st 9 weeks
- October 13 In-Service Day— No school for students
- November 6 In-Service Day— No school for students
- November 17 Half-day of school
- Nov. 20-24 Thanksgiving break
- December 20 End of 1st semester / half day of school
- Dec. 21-Jan. 4 Christmas break
- January 5 In-Service Day—No school for students
- January 15 MLK day—School Holiday
- February 16 Half-day of school
- February 19-23 Winter break
- March 8 End of 3rd 9 weeks / half day of school
- March 28 Half-day of school
- March 29 Good Friday—School Holiday
- April 1-5 Spring break
- May 23 Last day of school / Half-day
- May 24 Graduation

Pre-planning and post-planning
First day of school
Last day of school and half-day
Holidays/School closed
Half-day
Teacher In-Service Day (no school for students)
9 End of 9 weeks are indicated in red

4200 Strong Rock Parkway Locust Grove, GA 30248  
 678-833-1200  
[www.strongrockchristianschool.com](http://www.strongrockchristianschool.com)

# 2023-2024

July 2023							August 2023							September 2023								
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S		
2	3	4	5	6	7	8			1	2	3	4	5							1	2	
9	10	11	12	13	14	15		6	7	8	9	10	11	12		3	4	5	6	7	8	9
16	17	18	19	20	21	22		13	14	15	16	17	18	19		10	11	12	13	14	15	16
23	24	25	26	27	28	29		20	21	22	23	24	25	26		17	18	19	20	21	22	23
30	31							27	28	29	30	31				24	25	26	27	28	29	30

October 2023							November 2023							December 2023								
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S		
1	2	3	4	5	6	7				1	2	3	4							1	2	
8	9	10	11	12	13	14		5	6	7	8	9	10	11		3	4	5	6	7	8	9
15	16	17	18	19	20	21		12	13	14	15	16	17	18		10	11	12	13	14	15	16
22	23	24	25	26	27	28		19	20	21	22	23	24	25		17	18	19	20	21	22	23
29	30	31						26	27	28	29	30				24	25	26	27	28	29	30

January 2024							February 2024							March 2024								
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S		
	1	2	3	4	5	6					1	2	3							1	2	
7	8	9	10	11	12	13		4	5	6	7	8	9	10		3	4	5	6	7	8	9
14	15	16	17	18	19	20		11	12	13	14	15	16	17		10	11	12	13	14	15	16
21	22	23	24	25	26	27		18	19	20	21	22	23	24		17	18	19	20	21	22	23
28	29	30	31					25	26	27	28	29				24	25	26	27	28	29	30

April 2024							May 2024							June 2024								
S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S	S	M	Tu	W	Th	F	S		
	1	2	3	4	5	6				1	2	3	4									1
7	8	9	10	11	12	13		5	6	7	8	9	10	11		2	3	4	5	6	7	8
14	15	16	17	18	19	20		12	13	14	15	16	17	18		9	10	11	12	13	14	15
21	22	23	24	25	26	27		19	20	21	22	23	24	25		16	17	18	19	20	21	22
28	29	30						26	27	28	29	30	31		23	24	25	26	27	28	29	

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## **OPERATIONAL POLICIES**

### **FOUNDATION OF STRONG ROCK CHRISTIAN SCHOOL (SRCS)**

#### **Mission Statement**

The mission of Strong Rock Christian School is to glorify God and partner with families in educating and inspiring their children to impact the world for Jesus Christ – The Strong Rock.

#### **Vision Statement**

“Inspiring the next generation for Christ.”

#### **Motto**

“Blessed to be a Blessing.”

#### **Core Values**

##### **We Put God First...**

- “by striving to glorify God in all that we do”
- “by demonstrating obedience to His leadership in every decision”

##### **We Pursue Excellence...**

- “by partnering with families to provide a learning environment where every student can reach his/her God-given potential”
- “by attracting and retaining the best faculty and staff who demonstrate Godly wisdom and Christian virtues in their lives”
- “by offering state-of-the-art, well-maintained facilities”

##### **We Act With Integrity...**

- “by modeling what we teach”
- “by honoring every student and embracing that all are created in God’s image”

##### **We Serve One Another...**

- “by developing Christ-like servant leaders to be a positive influence for Jesus Christ in our community and world”

#### **Guiding Scriptures**

Luke 2:52

And Jesus increased in wisdom and in stature<sup>[a]</sup> and in favor with God and man.

Proverbs 22:6

Train up a child in the way he should go; even when he is old he will not depart from it.

Romans 10:9

Because, if you confess with your mouth that Jesus is Lord and believe in your heart that God raised him from the dead, you will be saved.

Isaiah 40:31

But they who wait for the LORD shall renew their strength; they shall mount up with wings like eagles; they shall run and not be weary; they shall walk and not faint.

Matthew 6:33

But seek first the kingdom of God and his righteousness, and all these things will be added to you.

Proverbs 3:5-6

Trust in the LORD with all your heart, and do not lean on your own understanding. In all your ways acknowledge him, and he will make straight your paths.

John 3:16

For God so loved the world, that he gave his only Son, that whoever believes in him should not perish but have eternal life. For God did not send his Son into the world to condemn the world, but in order that the world might be saved through him.

## **Philosophy**

Strong Rock Christian School is an independent, college-preparatory school providing instruction from a Biblical worldview. Students will gain knowledge of the Scriptures and how they relate to the curriculum. The educational experience offered encourages individuals to grow in character, integrate faith and learning, and pursue academic excellence as they prepare for their future.

## **Statement of Faith**

1. We Believe that Jesus is Lord. (John 1:1-3, 14; Matthew 1:18-25; Philippians 2:5-9; Colossians 1:15; I Corinthians 15:1-8; Acts 1:11)
2. We Believe the Bible to be the only Divinely inspired, infallible, inerrant, and authoritative Word of God. (2 Timothy 3:16-17; 2 Peter 1:20-21)
3. We Believe there is only one living and true God. To Him we owe the highest love, reverence, and obedience. (Deuteronomy 6:4-5; Genesis 1:31)
4. We Believe that the Lord Jesus Christ is the eternal Son of God and Savior of the world. We affirm His virgin birth, sinless life, miracles, and ministry, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His return in power and glory. He now dwells in all believers as the living and

ever-present Lord. (John 1:1-3, 14; Matthew 1:18-25; Philippians 2:5-9; Colossians 1:15; I Corinthians 15:1-8; Acts 1:11)

5. We Believe that all are sinners; that no one can come to the Father except through Jesus Christ; that only by the grace of God can we repent, confess with our mouths and believe in our hearts that Jesus is the Savior and the Son of God; that He gave His life on a cross and was resurrected for the forgiveness of all sin; and that only through Jesus Christ can we attain the gift of righteousness and eternal salvation. (Genesis 3:1-24; Romans 3:10-23; 5:12-21; 6:23)
6. We Believe that through the eternal trinity, God reveals Himself to us as Father, Son and Holy Spirit. The fully divine Spirit of God inspired scripture, exalts Christ, and convicts of sin. He indwells, enlightens, and empowers the believer to righteousness through worship, evangelism, and service. (John 14: 16-19; John 16:7-15; I Corinthians 15:1-8; Acts 1:11)
7. We Believe that following the second coming of our Lord Jesus Christ, there will be two resurrections: one to eternal condemnation and the other to eternal life and joy. (Ephesians 2:8-10; 2 Corinthians 5:21)
8. We Believe that God is transcendent, and for His own glory and by His own decree, the triune God created the entire universe in six days, including the earth, time, and all things, visible and invisible, living and nonliving, material and nonmaterial, and that the Book of Genesis lays the foundation for the understanding of origins, the purpose for mankind's existence, and specifically for the doctrines of the Christian faith. (Genesis 1:1-2:3; Exodus 20:11, Isaiah 46:9-10; Nehemiah 9:6; 1 Timothy 1:17; Colossians 1:16; Revelation 22:13)
9. We Believe that God wonderfully and immutably creates each person as either male or female. These two distinct, complementary sexes together reflect the image and nature of God. Therefore, rejection of one's biological sex is a rejection of the image of God with that person. (Gen. 1:26-27)
10. We Believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, incest, or use of pornography) is sinful and offensive to God. (Matt. 15:18-20; I Cor. 6:9-10)
11. We Believe that "marriage" has only one meaning: a solemn promise before God and a covenant relationship with God, that is officiated by an ordained legal authority which includes a marriage license and a signed marriage certificate. Marriage joins one biological man and one biological woman in a single, exclusive union, as delineated in Scripture. 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; Mark 10:6-8)

12. We Believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other

stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Psalm 139)

13. We Believe that every person should be afforded compassion, love, kindness, respect, and dignity. Hateful and inappropriate behavior or attitudes directed toward any individual are not in accord with scripture and therefore will be repudiated. (1 Corinthians 13:4-7)

\*The Statement of Faith does not exhaust the extent of our beliefs.

### **Statement of Final Authority**

The Bible itself, as the inspired, infallible, inerrant, and authoritative Word of God that speaks with final authority concerning the truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Strong Rock Christian School's faith, doctrine, practice, policy, and discipline, the Strong Rock Christian School Board of Trustees is Strong Rock Christian School's final interpretive authority on the Bible's meaning and application.

### **Accreditation**

Strong Rock Christian School is fully accredited. The school holds accreditation with the Southern Association of Colleges & Schools (SACS) and Cognia. Strong Rock has memberships with the Association of Christian Schools International (ACSI), the Georgia Independent School Association (GISA), the Georgia Music Educators Association (GMEA), the Georgia Athletic Coaches Association (GACA), and the National Alliance of Christian Schools (NACS).

### **Exemption from State License (PreK3 & PreK4 and After-School Program)**

The PreK3 & PreK4 and After-School Program of Strong Rock Christian School meet the criteria for exemption from state licensure set forth in Bright From the Start Rule 290-2-2-.05(e)10. Strong Rock will continue to meet the required conditions of Bright from the Start in order to maintain this exemption. Required conditions include, but are not limited to the following:

- Maintain accreditation.
- Comply with zoning, certificate of occupancy, fire inspection, and health department requirements.

### **Faculty Credentials**

All members of the administration, the faculty, and the staff of Strong Rock Christian School must be personally committed to Jesus Christ and dedicated professionally to serve Him in the context of evangelical Christian education.

Hiring and personnel policies ensure members of the faculty and staff are trained in their areas of specialty and are expected to be certified in their areas of expertise.

### **Governance**

Strong Rock Christian School is operated by a private, legally constituted, independent Board of Trustees, who possesses sole and full authority for setting the policies that govern the school. In addition, the Board of Trustees is responsible for the employment of administrative, faculty, and staff personnel; for oversight in all financial matters, fiscal affairs, and spiritual endeavors; for providing and maintaining a suitable physical facility; and for insuring the quality of academic and curricular programs of the school. The Board of Trustees accomplishes this through its professional representatives who have the authority and responsibility for the daily management and operation of every aspect of the school.

## **SPIRITUAL LIFE**

### **Chapel**

Strong Rock Christian School chapel services are designed to provide opportunities for students and faculty to grow spiritually, worship, demonstrate praise, and develop a personal relationship with Jesus Christ.

Elementary, academy, and high school chapel services or small groups will be held once a week. Parents are invited and encouraged to actively participate and join in our large group chapel services. In order to ensure that seating space is available, parents should contact their child's teacher in advance of attending and should check in at the front office upon arrival.

### **Bible Translation**

The English Standard Version is Strong Rock Christian School's preferred Bible translation for the use of coursework and chapel.

### **Missions**

Strong Rock Christian School fulfills its commitment to missions by:

- modeling the love of Jesus through local, state, national, and international missions trips;
- providing Bible Classes that are engaging and inspiring and promote discipleship through the Truth of Biblical principles and practices;
- providing Family and Parenting Seminars;
- providing Marriage and Relationship Seminars;
- providing Small Group Discipleship;
- partnering with local churches and church staff;
- providing a Great Day of Service for service ministry in the local community;
- providing RUSH Week (R U Seeking Him), a week of intentional spiritual emphasis for engaging and equipping students;
- attending and hosting leadership seminars and conferences; and
- inviting local, state, national, and international missionaries, Christian entrepreneurs, business owners and leaders to be involved in mission activities and in the classroom.

## **GENERAL INFORMATION**

### **Purpose of This Handbook**

This Handbook was developed to answer many of the commonly asked questions that students and parents may have during the school year. Because the Handbook contains information about student rights and responsibilities, parents and students are responsible for knowing its contents. Parents and students should take the time to become familiar with the following information and keep this Handbook available for use throughout the year. It can be a valuable reference during the school year and a means to avoid confusion and misunderstandings when questions arise.

The school reserves the right to interpret the content of this Handbook, including the rules and regulations governing the academic and non-academic conduct of students. This Handbook is not a contract, nor is it intended to be so construed. Our school reserves the right to modify and/or amend the content of this Handbook at any time during the year.

Students who reach 18 years of age while enrolled in the school are bound by all student and parent obligations in this Handbook. A student's continued enrollment after reaching 18 years of age evidences the student's agreement with this requirement. In addition, even after the student turns 18, the school will continue to share all health/medical, disciplinary, grades, progress reports, and other information with the student's parents/legal guardians throughout student's enrollment at the school. Should a student have a concern about particular information being shared with his/her parents/legal guardians, the student should consult with an administrator.

Questions about the Handbook or any of its policies should be directed to the student's principal.

### **Definition of Campus**

The Strong Rock Christian School Campus is encompassed within the boundaries formed by Strong Rock Parkway, The SRCS Main Campus is located at 4200 Strong Rock Parkway in Locust Grove, Georgia and the Strong Rock Early Learning Center is located at 139 L G Griffin Road in Locust Grove, Georgia. All buildings, athletic facilities/fields, parking areas and student lockers utilized by SRCS students and/or faculty within the above-mentioned perimeter are considered part of the SRCS Campus as it relates to any school-related activities

## Daily Schedule

### Elementary School (Pre-Kindergarten – 5<sup>th</sup> Grade)

School Day: 8:00 a.m. – 2:45 p.m. (except on Wednesday, dismissal 1:45 p.m.)

Tuesday Chapels: 8:15 – 8:45 4<sup>th</sup> & 5<sup>th</sup> Grades

8:50 – 9:20 2<sup>nd</sup> & 3<sup>rd</sup> Grades

9:25 – 9:50 PreK, K, & 1<sup>st</sup> Grade

Tutorials: To be scheduled by individual teachers

### Academy/High School (6<sup>th</sup> Grade – 12<sup>th</sup> Grade)

School Day: 8:00 a.m. – 3:10 p.m. (except on Wednesday, dismissal 1:55 p.m.)

Chapels: Tuesdays: 9:40 a.m.– 10:20a.m.

Tutorials: To be scheduled by individual teachers



## Academy Schedule

Monday	Time	Tuesday	Time 6 <sup>th</sup>	Time 7 <sup>th</sup> /8 <sup>th</sup>	Wednesday	Time	Thursday	Time 6 <sup>th</sup>	Time 7 <sup>th</sup> /8 <sup>th</sup>	Friday	Time
1	8:00-8:55	1	8:00 - 8:45		1	8:00-8:40	1	8:00-8:50		1	8:00-8:55
2	9:00-9:50	2	8:50 - 9:35		2	8:45-9:25	2	8:55-9:40		2	9:00-9:50
3	9:55-10:45	Chapel	9:40 - 10:20		3	9:30-10:10	3	9:45-10:30		3	9:55-10:45
4	10:50-11:40	3 <sup>rd</sup>	10:25 - 11:10		4	10:15 - 10:55	4	10:35-11:20		4	10:50-11:40
5	11:45 - 1:10	4	11:15 - 12:30	11:15 - 11:55	5	11:00 - 11:40				5	11:45 - 1:10
Lunch A	11:45 - 12:10	5	Lunch A 11:45 - 12:10	12:00 - 1:20	6	11:45 - 1:00	5	11:25 - 1:10		Lunch A	11:45 - 12:10
Lunch B	12:15 - 12:40		12:35 - 1:20		Lunch A	11:45 - 12:10				Study Skills 11:25 – 11:45	Lunch B
6	1:15 - 2:10	6	1:25 - 2:15	Lunch B 12:15 - 12:40	Lunch B	12:15 - 12:40	6	Lunch A 11:45 - 12:10	6	6	1:15 - 2:10
7	2:15 - 3:10			2:20 - 3:10	Lunch B 12:15 - 12:40	7		1:05 - 1:55		Lunch B 12:15 - 12:40	7
		7	2:20 - 3:10				6	1:15 - 2:10			
							7	2:15 - 3:10			
			Lunch A	6 <sup>th</sup>	Lunch B	7 <sup>th</sup> /8 <sup>th</sup>					





## High School Schedule

Monday	Time	Tuesday	Time	Wednesday	Time	Thursday	Time	Friday	Time
1	8:00-8:55	1	8:00-8:45	1	8:00-8:40	1	8:00-8:50	1	8:00-8:55
2	9:00-9:50	2	8:50 - 9:35	2	8:45-9:25	2	8:55-9:40	2	9:00-9:50
3	9:55-10:45	Chapel	9:40-10:20	3	9:30-10:10	3	9:45-10:30	3	9:55-10:45
4	10:50-11:40	3	10:25 - 11:10	4	10:15 - 10:55	4	10:35-11:20	4	10:50-11:40
5	11:45 - 12:40	4	11:15 - 11:55	5	11:00 - 11:40	5	11:25 - 12:10	5	11:45 - 12:40
6	12:45 - 2:10	5	12:00 - 12:40	6	11:45 - 12:35	Study Skills/SLI	12:15-12:40	6	12:45 - 2:10
Lunch A	12:45 - 1:10	6	12:45 - 2:15	7	12:40 - 1:55	6	12:45 - 2:10	Lunch A	12:45 - 1:10
Lunch B	1:15 - 1:40	Lunch B	12:45 - 1:10	Lunch A	12:45 - 1:10	Lunch B	12:45 - 1:10	Lunch B	1:15 - 1:40
7		Lunch A	1:15 - 1:40	Lunch B	1:10 - 1:35	Lunch A	1:15 - 1:40	7	2:15 - 3:10
		Lunch Study	2:00 - 2:15			7	2:15 - 3:10		
		7	2:20 - 3:10						

Lunch A - 9th and 10th  
 Lunch B - 11th and 12th  
 Senior off campus lunch privilege - 12:15-1:20

### Office Hours

Office hours are 7:30 a.m. until 4:00 p.m.

### Arrival & Dismissal Procedures

The safety of students is of utmost importance during arrival and dismissal times.

Students may begin arriving at 7:00 a.m. From 7:00 a.m. to 7:35 a.m., all students should be dropped off at the rear academy/high entrance. Parents may drop elementary students off at the front entrance beginning at 7:35 a.m. **For the safety of everyone, all elementary students must be dropped off in the carline. After the first 2 weeks of school, parents will not be allowed to walk their child(ren) into the building.** Parents with children in the academy and/or the high school, who also have children in the elementary school, may drop all children at the rear entrance. No one should use the turnaround area by the media center to drop off students. This area is for school-related supply deliveries. Elementary students may enter the classroom no earlier than 7:35 a.m.

**Academy/HS students arriving before 7:45 a.m. in the morning will be supervised in the cafeteria until dismissal to homeroom. (unless the student has a pass for a tutorial, zero period, or Advance Placement lab). No students should enter the building through the north elementary doors or the gym.**

If riding to school with an older sibling who drives, an elementary student must be dropped off in front of the elementary school. Elementary school students are not allowed to walk from the parking lot areas.

Students arriving at school after 8:00 a.m. must be signed in at the elementary or academy/high school attendance desk. Parents of elementary students must walk students who are late into the building for this purpose.

Pre-kindergarten through fifth grade will dismiss at **2:45 p.m.** on Monday, Tuesday, Thursday, and Friday, while grades six through twelve will dismiss at **3:10 p.m. from the Academy/HS entrance.** On Wednesdays, elementary students (PreK-5<sup>th</sup>) will dismiss at 1:45 p.m. from the front entrance, and academy/high school students (6<sup>th</sup>-12<sup>th</sup>) will dismiss at 1:55 p.m. from the academy/high school side. Parents should form two lanes in carline for both the elementary and the academy/high school sides.

**Parents should remain in the car lane to pick up their child(ren). Parents should not use the parking lot area.** Parents are asked to keep an elementary child's name tag in the window throughout the dismissal process until the child has been placed into the vehicle by a staff member.

**Elementary parents will not be allowed to walk in to pick their child(ren) up for dismissal from the elementary lobby.** Any student not picked up when carline is finished at 3:05 p.m. will be placed in the After School Enrichment Program (ASEP), and a fee of \$17.00 will be charged.

**In order to avoid constant interruptions during the last instructional period of the day, students, who need to check out in the afternoon, should check out at least 30 minutes prior to dismissal of school.**

In order for teachers to provide a safe dismissal, please send a note to school informing his/her teacher of any changes in after-school procedures.

**While Strong Rock wants to celebrate special events in a student's life, the school asks that students not be picked up in a limousine in the car line.**

**Strong Rock Christian School does not allow any student to be picked up by a taxi, UBER, or LYFT driver.**

### **After-School Enrichment Program (ASEP)**

An after-school program is offered for students in PreK through twelfth grade until 6:00 p.m. The program is designed to stimulate students' spiritual, social, physical, and intellectual abilities in carefully planned integrated activities. The safety and security of students during the after-school hours is a major purpose of the program. The after-school program provides quality after-school care for students in a fun, safe, educational, and caring environment.

**A tuition fee of \$17.00 daily or \$70.00 weekly is required for each child in attendance** to fund the cost for operation of the school facilities during the extended hours.

**Monday through Friday with the exception of Wednesday, students in elementary school who are not picked up by 3:05 p.m. will be placed in after-school and charged the full daily rate of \$17.** Academy/high school students who are not picked up by 3:45 p.m. will be placed in after-school and charged the full daily rate of \$17. Academy/high school students should be under the direct supervision of a staff member prior to 4:00 p.m.

**If there is a need to utilize the ASEP for the early dismissal on Wednesdays, a child may be left in the program for one hour for a charge of \$5.00. For all students, who stay beyond 3:15 p.m., the full daily rate of \$17.00 will be charged.**

Parents should pick students up by 6:00 p.m. each day. Late fees are effective at 6:01 p.m. at a rate of \$1.00 per minute. On half days, there will be a 30-minute "grace" period beyond the dismissal time. If students are picked up after the 30-minute "grace" period, the same \$1.00 per minute late fee will be charged.

The program is not operated during school vacation and holiday periods or on teacher in-service days. It is also not offered on half days. Students in PreK through 5<sup>th</sup> grade are eligible to stay at the Strong Rock Christian School Early Learning Center if space is available and a reservation has been made on those days. Transportation will not be provided.

If Strong Rock Christian School closes due to inclement weather, students should be picked up immediately.

## **Lost and Found**

The lost and found department is located in the Learning Center by the receptionist's desk. Elementary "lost and found" items can also be found in the mailbox room.

## **Safety**

Strong Rock places a high priority on school safety, and has a comprehensive crisis management plan. This plan includes specific procedures for lockdowns, fire drills, evacuation drills, as well as shelter-in-place procedures. A copy of the exit locations for fire/tornado drills is posted in each classroom, and teachers routinely review safety procedures with their students.

Our goal is to implement more effective and efficient ways to protect our students and staff. SRCS purposely exceeds the number of required safety drills in schools every year. By practicing lockdowns, fire drills, evacuation drills, and shelter-in-place procedures, students and staff are knowledgeable about what to do in an emergency.

As required by law, all visitors are required to register before having access to the building. All visitors must enter at the front elementary door. Parents will no longer use a five-digit code to enter the building during the day. Instead, parents and visitors will "buzz" the receptionists for entrance into the building.

All staff and 5<sup>th</sup>-12<sup>th</sup> grade students will be issued ID Badges/Key Cards with their photos. The ID Badge/Key card will provide access to enter the campus buildings during the school day. The ID Badges/Key Card, including a lanyard and a plastic sleeve are provided free of charge. If a student loses their ID Badge/Key Card, a replacement card will cost \$25.00. Students should always have their card with them, but it does not have to be around their neck. Although the students are receiving a Strong Rock lanyard, students may opt to wear their own lanyard; however, it must be Strong Rock appropriate. Younger students will continue to use ID Cards as they have in the past.

Students, staff, and parents are encouraged to be observant and let a staff member or administrator know if they see or hear something that makes them feel uncomfortable, nervous, or frightened, and especially if they hear threats of any type. If there is a serious concern, law enforcement should be contacted immediately, and the information passed to Strong Rock administration.

## **Dining Services**

Sage Dining Services provides lunch for our students. SAGE provides managers and chefs as well as creative menus and well-trained staff to transform our on-site food service into a memorable dining experience. Lunches include salads, hot entrees, vegetables, and drinks and is included in tuition. Menus are available on the school website under the SRCS Families tab.

## **iRock Café**

The iRock Café, located in the cafeteria, provides food items for purchase before school, during lunchtime, and after school. Students must follow teacher expectations for food and drink in their classrooms. Academy and high school students may purchase snacks in the café during lunch.

## **Student Storage/Lockers**

Students will be assigned a locker or storage space in their homeroom and will be given the opportunity to retrieve books and materials throughout the day.

Lockers & Cubbies are property of the school and may be opened by a staff member, principal, or resource officer without the permission of the individual student. Students to whom lockers and/or cubbies are assigned are responsible for the content inside. Students must use the school issued locks on their locker.

## **Student Vehicles**

No student may drive and possess a vehicle on campus until he/she has a valid Georgia driver's license. Strong Rock Christian School is a closed campus; students are not permitted to leave the premises until dismissal time without special permission from school administration. Being able to drive and possess a vehicle on the premises of Strong Rock Christian School is a privilege and not a right; the privilege may be revoked at any time at the sole discretion of the school. Students who drive to school are required to purchase a parking pass. The cost is \$75 for the school year and may be purchased in the academy/high school office. Parking passes must be displayed in the car throughout the school year.

Strong Rock Christian School licensed student drivers must abide by all of the following regulations:

1. The vehicle must be registered with the Strong Rock Christian School high school office. A copy of the student's current driver's license and insurance card must be on file in the office. Should changes occur, this must be updated. A current parking sticker will be issued and must be displayed in the lower corner of the driver's side of the windshield.
2. All speed limit signs, traffic directional flow, and other traffic signs must be obeyed.
3. The vehicle must be parked in the assigned parking space.
4. Students may **not** go to the vehicle during the school day without administrative approval.
5. If a student driver is to transport other students to or from school, or school functions, the parents/legal guardians of the driver must give written permission for the specific individuals to ride with their son or daughter. This written permission must be on file with the school.

6. Parents/legal guardians of students who are transported from school by another student driver must have that driver listed on their son/daughter's release form.
7. Students may not have any item in their vehicles that is not allowed at school. This includes, but is not limited to, knives, guns, drugs, alcoholic beverages, tobacco products, etc.
8. As deemed by the administration, offensive or inappropriate bumper stickers, window stickers, images, or decals are prohibited on campus, including, but not limited to, school parking lots.
9. Music should not be played from a vehicle loud enough to be heard outside the vehicle with the windows down.
10. Strong Rock Christian School reserves the right to inspect the vehicle if deemed necessary by the administration. This may include a drug dog search.
11. Any transfer of the vehicle during the school day (such as the parent picking it up, etc.) must be reported to the high school office.
12. No vehicle may carry more riders than there are seat belts.
13. All vehicles, drivers, and riders are not only under Strong Rock Christian School guidelines but also under the laws of the State of Georgia when on campus or at Strong Rock Christian School functions.
14. If a driver is to check out of school before dismissal time (for example, for a doctor's appointment), a handwritten note from the parent/legal guardian must be brought in that morning to the high school office, and the parent/guardian will be called by the school for verification.
15. When a driver must leave school during the day unexpectedly (for sickness, home emergency, etc.) the parents/legal guardians will be contacted by the school office before the student is allowed to leave the campus.
16. All information on the Student Driver Vehicle Registration form must be kept current.
17. No parking permit is to be transferred, sold, or given to another student.
18. Vehicles should be locked, and valuables should not be left in the vehicle. The school assumes no responsibility for stolen items.
19. All drivers and occupants of motor vehicles shall comply with any direction(s) given by authorized school personnel.
20. Any vehicle improperly parked or without a parking permit will be towed away at the owner's expense.
21. Strong Rock Christian School assumes no responsibility for any damage or loss to motor vehicles driven or parked on campus.
22. Upon arrival at school, students are required to enter the school building. Students are not allowed to sit in their cars at any time during the school day.
23. Students must leave campus within 15 minutes of dismissal unless they are participating in after-school activities.
24. Strong Rock Christian School reserves the right to change periodically the rules and regulations governing the use of parking facilities. Student drivers will be bound by any such changes.
25. Any incident reported and verified involving misconduct or lack of safety at any time may cause a student's driving privilege to be temporarily or

permanently suspended or revoked, as well as result in disciplinary measures, up to and including expulsion.

The administration deems the right to revoke a student's driving privileges any time as they see necessary for the safety of Strong Rock students and staff.

Throughout the school year the administration along with the School Resource Officer will bring on the SRCS campus a Police K-9 for the detection of drugs. The main purpose of the searches is to deter drugs on campus.

The searches are generally but not limited to the high school parking lot and lockers. No dog will search a student. These are random, unannounced searches throughout the school year. If the K-9 alerts to a student's locker or vehicle, the student will be contacted by an administrator. The persons present during the search will be the student, school administrator, SRO, and the K-9 Officer. At the discretion of the administration, a case may be subject to an investigative process.

The attitudes and cooperation of the subject(s) will be considered in the final disposition of the case. Strong Rock understands that all who are involved in an individual case may or may not have the same level of fault.

By being enrolled as a student, the parents and student agree to give full cooperation in any investigation.

### **Leaving Campus**

SRCS believes that the safety and security of students and staff is a major priority. Safe schools require a collaborative effort of the administrators, teachers, students, parents and community. A variety of prevention and intervention strategies, programs, and activities must be in place to ensure students' and staffs' welfare.

Students leaving school without first receiving the school's permission will face disciplinary action. State law gives the school and its personnel the right to act in place of your parent/guardian. Once a student steps on school property each day, he/she becomes the school's responsibility. Leaving school grounds without the school's permission is a violation of school rules.

Student drivers should follow the guidelines listed in the "Student Vehicles" section of the Family Handbook.

### **Use of Facilities**

Notwithstanding any other Board Policy, student restrooms, locker rooms, showers and changing areas that are designated for one biological sex shall only be used by members of that biological sex. In any other school facilities or settings where a student may be in a state of undress in the presence of other students (i.e., changing costumes during school theatrical productions, etc.),

school personnel shall provide separate, private areas designated for use by students based on their biological sex.

### **Phone Use**

School telephones are business telephones and are not to be used for personal conversations. No student will be called to the telephone unless it is an emergency.

The telephones in the administrative offices will be available for emergency use and other urgent matters. Teacher's phones are not to be used without teacher permission and supervision. The phone at the academy/high school attendance clerk's station should not be used without permission.

### **Cell Phones and Other Electronics**

Personal cell phones/connected watches/tablets are not permitted for elementary or academy students for the 2023-2024 school year. Students may bring their personal devices to school. However, all cell phones/connected watches/tablets must remain in the students' lockers or back packs from arrival to dismissal. Students are not permitted to keep their devices in their pockets.

The cell phones of high school students may not be seen or heard from 8:00 a.m. to 3:10 p.m. The use of SMART Phones is allowed in grades 9-12 at the teacher's discretion, for academic needs only. If the device is being used for educational purposes, students must comply with the guidelines relating to such use as noted in the Technology section of the Family Handbook. Unless given permission by a classroom teacher or administrator, no personal headphones or ear buds are allowed at any time during the school day. Students are not allowed to use the phones at administrative desks without staff permission.

To the extent that a student brings any electronic devices to school (smart/cell phones, smart watches, iPads, handheld gaming devices, earbuds, etc.), the student does so at his/her own risk. The school will not be responsible for the theft, damage, or loss of such devices. Students who choose to bring such devices to school must comply with all rules and regulations regarding same.

**The classroom teachers will handle all cell phone violations according to their classroom management plans.**

If a student's cell phone is turned into the office during the school day, the following will be applied during an academic year:

First Office Referral – Teachers will turn the phone over to the assistant principal during the day of the offense; it will be returned at the end of the day, and the student will serve Lunch Detention.

Second Office Referral – Teachers will turn the phone over to the assistant principal during the day of the offense; it will not be returned until there is a



personal contact with the parent. The student will then be allowed to retrieve it from the academy/high school office at the end of the school day, and the student will receive an administrative detention.

Third Office Referral – Teachers will turn the phone over to the assistant principal during the day of the offense; the student will receive one day of Saturday School and the student will not be allowed to bring the phone to school the remainder of the semester.

Students may not use electronic devices in any way that is harassing or disruptive to the educational environment, including making threats, using camera phones to take inappropriate pictures or to videotape classes, to send text messages to other students in class, or in ways that would otherwise violate a school rule.

Any student found to have an electronic device in his/her possession and turned on during a test or examination will be presumed to have used the device to cheat and will receive a zero for the test/examination.

As set forth above, students who violate this policy will have their cell phones or electronics confiscated. In such case, the school reserves the right to inspect the device, including all contents. Students must provide any passwords to inspect the device upon request by a school administrator.

The teacher may ask any student to leave personal belongings and cell phones in the classroom when students ask to leave for any reason.

Any communication regarding the use of cell phones, e-mail, and internet that contains inappropriate language, communication regarded as bullying, and/or inappropriate content/pictures/messages will be addressed by administration in line with Strong Rock Christian School discipline policies.

Communications before or after school hours that impact individuals negatively during the school day will also be addressed by administration in line with Strong Rock Christian School discipline policies.

### **Field Trips**

Field trips enable teachers to expand the students' learning beyond the walls of the classroom and make a valuable contribution to a student's education. Any student, who does not attend a scheduled field trip, is expected to be present at school during the trip and will have learning activities provided at school in a classroom setting. These assignments may or may not relate to the field trip, because the experiences from a field trip cannot be duplicated in the classroom.

Details on each field trip will be sent home prior to the trip, and when space or venue allow, parents are encouraged to come. All parents attending the field trips are considered to be chaperones for the trip; therefore, siblings will not be allowed under any circumstances. Chaperones must abide by any trip expectations and

duties provided by the trip leader. Chaperone substitutions may not be allowed within the 2 weeks prior to the trip. All chaperones serving on the trip must remain with the group and trip leaders unless designated by the trip leader to run an emergency errand. The school representative or "trip leader" is responsible for making leadership decisions or discipline reporting for the field trip or MiniMester Trip.

To ensure the safety of our children, all parents participating in field trips must have a current background check on file at Strong Rock Christian School for the current school year. All background checks and fingerprints expire on July 31 of each academic year.

- Day Field Trips: Please complete the Authorization of Release of Criminal Background Information form and return it to your child's teacher with a copy of your driver's license when requested.
- Overnight Field Trips: Fingerprinting is required for all overnight field trips. The GBI has made a change in their method of accepting fingerprints. All fingerprinting must be completed at an approved Cogent site. Please contact Kelly Reid, Director of Human Resources, at 678-833-1362 to be scheduled for fingerprinting.

All field trips are an extension of the classroom; therefore, all Strong Rock policies and rules apply. Students will be disciplined for any violation occurring on the field trip and may require a parent to pick the student up early while attending a trip, including overnight field trips.

Any student who has been referred to administration for a discipline incident may be refused attendance on a trip or be required to have a parent chaperone on the trip at the school's sole discretion

### **Website**

Updated school information can be found on the Strong Rock Christian School website at [www.strongrockchristianschool.com](http://www.strongrockchristianschool.com).

## **ACADEMICS**

### **LEVELS AND COURSE OFFERINGS**

#### **PreK3 – 12<sup>th</sup> Grade**

The faculty and staff work together to ensure a quality atmosphere where children are taught in the context of daily life. The seamless curriculum for PreK3 through 12<sup>th</sup> grade is founded on a Biblical Worldview and measured by National Standards with performance-based assessments, ensuring that all students master the content being taught. Strong Rock Christian School is excited about providing a classroom environment where children will have opportunities to pursue spiritual, as well as academic excellence.

The fifth-grade year is designed to be an exciting transitional experience for students. Students participate in elementary specials classes for piano, physical education, and technology. Specials classes for art, band, and chorus are with academy elective teachers. Student leadership is emphasized.

It is our desire that Strong Rock graduates are prepared to attend college, so the minimum course of study reflects the admissions requirements of highly respected public and private universities throughout the nation. Specific graduation requirements are consistent with those required by the state of Georgia and other private and/or Christian schools that serve college-preparatory students.

#### **Parent-Teacher-Student Partnership**

The faculty and staff of Strong Rock Christian School are highly qualified professionally and love the Lord deeply. They work together to provide the type of environment that is critical for the success of our students. A well-rounded education incorporates roles for all stakeholders.

The mission of Strong Rock Christian School is to partner with families, so all children grow spiritually, academically, and socially. There are many components that go into ensuring this success including the appropriate contributions of teachers, parents, and students.

A partnership is most successful when all of the “partners” fulfill their unique contributions. Each is important and is critical in the overall success of the student. Below is a framework of teacher, parent and student contributions to the success of this partnership. Each must be fulfilled in order for the student to master the curriculum and mature both socially and spiritually. This, in turn, helps further our desire to have each student “...grow in wisdom and stature and in favor with God and men”. (Luke 2:52)

### Partnership-*Five Essentials for Student Academic Success*

<b>Five Essentials</b>	<b>Teacher</b>	<b>Parent</b>	<b>Student</b>
<b>Preparation</b>	Plan effective lessons daily	Provide student with resources necessary to succeed	Complete homework and be prepared for tests and other classroom tasks
<b>Implementation</b>	Teach effective lessons: differentiated instruction, appropriate knowledge, creative, relevant, engaging and provide practice for content learned	Encourage student to meet reasonable academic expectations by setting goals with the student and by holding them accountable for meeting goals	Do your best in class: positive attitude, focus, determination and turning in of all assignments on time
<b>Assessment</b>	Assess student progress through questioning strategies, grading papers, quizzes, tests and projects	Monitor RenWeb regularly (minimum weekly) and provide encouragement and accountability	Monitor RenWeb regularly (minimum-weekly) and self-assess, "How can I do better?"
<b>Adjustments</b>	Provide opportunities for re-teaching and/or tutoring	Discuss with student ways to meet expectations and adjust priorities and goals as needed	Discuss with parents and teacher what can be done to improve performance and make appropriate changes
<b>Communication</b>	Communicate student progress weekly on RenWeb or with weekly folders, contact student's parents if student develops a pattern of not reaching their full potential to discuss strategies to improve learning with student and parent	Communicate concerns as needed with teachers regarding student's performance and discuss strategies to improve student learning	Be proactive by speaking with the teacher or your parent when there is a need for understanding or clarification regarding a concept or directions related to any assignment

## **Student Advocacy**

As students mature, they must learn to take ownership of their learning. This process involves a partnership among parents, students, and faculty. While parents learn to give their students appropriate degrees of independence in making educational decisions for themselves, students learn to bring questions and/or concerns about their individual performance and grades directly to their teachers. Throughout this process, faculty members endeavor to partner with both parents and students in teaching self-advocacy. Mature students learn to approach teachers independently, appropriately, and respectfully in solving both personal and academic challenges.

## **Academic Rigor**

Strong Rock Christian School defines “rigor” as *the result of work that challenges students’ thinking and engages them to foster a curiosity for and a love of deeper knowledge*. SRCS offers a variety of rigorous courses that engage students in more critical thinking and that hold students accountable to high standards of commitment and excellence. It is not Strong Rock’s desire to see students overworked and anxious to the point of physical and mental exhaustion. On the contrary, Strong Rock faculty and staff endeavor to teach students balance within their academic, extracurricular, athletic, personal, and spiritual lives. Rigor does not necessarily reflect greater work load. Rather, with rigor comes greater investment on the part of students to challenge themselves to grow in the subject matter and achieve a level of excellence in their effort.

Students who enroll in more rigorous courses recognize they are challenging themselves to strengthen their own work ethic. They recognize they will be investing themselves to a greater degree than they would in a lower level course and that this will stretch their academic abilities. The rewards of academic rigor are valuable: Students gain greater knowledge of self and their ability to handle responsibility. They are skilled in prioritizing and balancing their schedules. They are better equipped to handle the challenge of collegiate coursework in the future. Such reward will serve them well in future endeavors.

## **Course Offerings**

### Elementary (PreK3 - 5th)

- Bible
- History/Geography
- Language Arts
- Mathematics
- Phonics (Pre-K - 2nd Grade)
- Reading Comprehension
- Science/Health
- Writing
- Spelling

### Elementary Specials Classes

- Art (Grades PreK3-5th)
- Band (5th)
- Chorus (5th)
- Music (Grades PreK3-4th)
- Technology/Computer Lab (Grades PreK3-5th)
- Physical Education (Grades PreK3-5th)
- Piano (Grades 1st-5th)

### Academy (Grades 6-8)

- Bible
- Language Arts
- History
- Mathematics
- Pre-Algebra (7<sup>th</sup> Grade)
- Advanced Pre-Algebra (7<sup>th</sup> Grade)
- Algebra 1 (8<sup>th</sup> Grade – full year; carries one unit of high school credit; must retake in 9<sup>th</sup> Grade if yearly average is below 83%)
- Geometry – (8<sup>th</sup> Grade – full year; carries one unit of high school credit; pre-requisite – Algebra 1)
- World History (6<sup>th</sup> and 7<sup>th</sup> Grade)
- US/Georgia History (8<sup>th</sup> Grade)
- Earth Science (6<sup>th</sup> Grade)
- Life Science (7<sup>th</sup> Grade)
- Middle School Physical Science (8<sup>th</sup> Grade)
- Physical Science (8<sup>th</sup> Grade – full year; carries one unit of high school credit, must retake in 9<sup>th</sup> Grade if yearly average is below 83%)
- Spanish 1 (8<sup>th</sup> Grade – full year; carries one unit of high school credit, must retake in 9<sup>th</sup> Grade if yearly average is below 83%)

### 6<sup>th</sup> Grade Enrichment Options

In 6<sup>th</sup> Grade, students will take 2 enrichment options as part of their 7-period class schedule. Each 6<sup>th</sup> Grade student will select at least one Fine Arts option.

6<sup>th</sup> Grade Fine Arts course options include:

- Beginning Band
- 2nd Year Band
- Beginning Piano
- 2nd Year Piano
- Semester Rotation – Theatre Arts/Art
- Chorus

Sixth grade students may select Health/PE as a Physical Education Enrichment option.

### 7th/8th Enrichment Options

Enrichment options for 7th and 8th Grade include:

- 7/8 Band
- 7/8 Percussion Band
- 7/8 Chorus
- 7/8 Piano
- Dance
- Physical Education – Four Fitness
- Middle School Strength Training I (MSST1)
- Middle School Strength Training II (MSST2) - (prerequisite – MSST1)
- MS Theatre (Zero Period 7:15am-7:55am)

The 7th/8th Semester Rotational Exploration courses include:

- Art/Theatre Arts
- Study Skills/Technology

### High School (Grades 9-12)

- Biblical Studies
  - Bible I – Dynamic Christian Living
  - Bible II – Understanding the Faith
  - Bible III- Understanding the Times/Biblical Manhood/Biblical Womanhood/ Discipleship
  - Bible IV- Understanding the Culture/Biblical Manhood/Biblical Womanhood/ Discipleship
  - Worship Arts – Performance
  - Worship Arts - Technology
- English
  - English I – Survey of Literature, Grammar, & Composition (Honors Available)
  - English II – World Literature, Grammar, & Composition (Honors Available)
  - English III – American Literature, Grammar & Composition (Honors Available)
  - AP English Language and Composition (11th Grade)
  - English IV- British Literature, Grammar, and Composition (Honors Available)
  - AP English Literature and Composition (12th Grade)
  - ENG101 – Critical Reading & Writing I (12th Grade) provided through Point University
  - ENG102 – Critical Reading & Writing II (12th Grade) provided through Point University
- Mathematics
  - Algebra 1
  - Geometry
  - Honors Geometry
  - Algebra 2

- Honors Algebra 2
- Algebra III
- Honors Pre-Calculus
- AP Pre-Calculus
- AP Calculus A/B
- AP Statistics
  
- Science
  - Physical Science
  - Biology
  - Honors Biology
  - AP Biology
  - Chemistry
  - Honors Chemistry
  - AP Chemistry
  - Anatomy and Physiology
  - Forensic Science
  - Honors Physics
  - AP Physics
  - Environmental Science
  - AP Environmental
  
- Social Studies
  - World History
  - Honors World History
  - AP World History
  - US History
  - Honors US History
  - AP US History
  - HIS250 US History I/HIS251 US History II through Point University (11th Grade)
  - AP Psychology
  - AP Human Geography
  - Government
  - Honors Government
  - AP Comparative Government and Politics
  - HIS103 Government through Point University (12th Grade)
  - Economics
  - Honors Economics
  - AP Macroeconomics
  
- World Language
  - Spanish I
  - Spanish II
  - Honors Spanish II
  - Honors Spanish III
  - Honors Spanish IV
  - AP Spanish Language



- Technology/Career
  - Aviation
  - Aviation 2
  - Business & Finance
  - Introduction to Computer Science
  - Honors Technology Applications
  - Mentorship
  - Yearbook
  - Work Based Learning Program (12<sup>th</sup> grade)
  
- Fine Arts
  - Art 1 - Comprehensive Art
  - Art 2 - Drawing and Painting
  - Art 3 - Advanced Drawing and Painting
  - Art 4 - Sculpting and Ceramics
  - AP Studio Art
  - Band
  - Band Percussion
  - Chorus
  - Choral Ensemble
  - Class Piano
  - Dance
  - Theatre (7:15-7:55)

*(Note: Honors component available in performance fine arts...band, chorus, piano)*

- Physical Education
  - Health & Life Fitness
  - Athletic Performance

#### Dual Enrollment

In addition to the dual enrollment courses listed above, 5 online courses are also offered through Point University. These courses include:

- HUM101 - Introduction to Humanities (Fall)
- MTH120 – College Algebra (Fall; student must have completed Algebra 2)
- SOC103 – Introduction to Sociology (Spring)
- PHL330 – World Religions (Spring)
- BUS320 – Microeconomics (Spring; prerequisite – MTH120)

## **ACADEMIC GUIDELINES**

### **Graduation Requirements & Honors**

Students must earn the indicated credits in each of the following areas:

<b>Units</b>	<b>Content Area</b>	<b>Required Specific Course of Study</b>
4	Bible	½ credit earned each semester in attendance at Strong Rock Christian School
4	English/Language Arts	English Literature
4	Mathematics	Algebra 1, Geometry, Algebra 2 (or equivalent courses), and 1-2 advanced college preparatory math courses
4	Science	Biology, Chemistry or Environmental Science, and Physical Science or Physics; plus 1 additional science course
3	Social Studies	World History; US History; Government (1/2 unit); Economics (1/2 unit)
1	Health/PE	½ unit of Health; ½ unit of Physical Education
1	Fine Arts/Technology/ Career Ed.	May choose from chorus, band, piano, visual arts, drama, yearbook, or any computer course
2	World Language	2 units of the same world language
2	Elective	May be from an academic, fine arts, technology, PE, world language, business, or aviation
25	Total Units	Minimum number of credits
		Note: students will typically finish with 28+ credits.

Any adjustment to graduation requirements will be approved by the administration at the time of course selection.

### **Accolades**

Students may choose to fulfill the requirement for one or more of the following SRCS Recognition of Excellence areas in order to receive a pin or cord at graduation:

<b>Area</b>	<b>Requirements</b>
Fine Arts	4 units in fine arts with a 3.0 GPA; at least 2 units must be from the same discipline
Technology	4 units in technology-based courses with 3.0 GPA.
World Languages	4 units in a foreign language with a 3.0 GPA; at least 2 units from the same language.
Distinguished Achievement	4 units in AP courses with a grade of “B” or higher for each.
Athletic Achievement	8 Strong Rock Christian School varsity letters during their high school career.
Service Ministry	24 hours of acceptable service each year of high school

## Grading Scale

Pre-Kindergarten  
Developmental  
Checklist

Kindergarten  
S = Satisfactory  
IP= In Progress  
U = Unsatisfactory

Grade 1  
E= Excellent  
S = Satisfactory  
IP= In Progress  
U = Unsatisfactory

**Grades 2 through 8 operate under the grading scale shown below:**

Letter Grade	Number Grade	Description	Quality Points
A	90-100	Excellent	4.00
B	80-89	Above Average	3.00
C	74-79	Average	2.00
D	70-73	Below Average	1.00
F	Below 70	Failing	0.00

**The high school operates under the +/- grade scale shown below:**

Letter Grade	Number Grade	Description	Quality Points
A+	96-100	Superior	4.3
A	90-95	Excellent	4.0
B+	87-89	Good	3.7
B	83-86	High Average	3.3
B-	80-82	Average	3.0
C+	77-79	Low Average	2.7
C	73-76	Below Average	2.3
C-	70-72	Below Average/Needs Improvement	2.0
F	Below 70	Failing	0.00

**Note:** Georgia Student Finance Commission and many colleges will recalculate a student's GPA for scholarships and/or college acceptance. The scale below is used by GSFC for the HOPE Scholarship calculation. In addition to using a different scale, GSFC also uses a different weighting system for honors and AP courses, and they only use courses in the core areas of English, Mathematics, Social Studies, Science, and Foreign Language that were taken from 9th grade forward. Due to these variations in GPA calculation, the HOPE GPA and the Strong Rock Christian School GPA will not be the same.

90-100	4.0
80-89	3.0
74-79	2.0
70-73	1.0
0-69	0.0

## **Grades K through 12 Conduct/Citizenship Grades**

- S – Satisfactory
- N – Needs Improvement
- U - Unsatisfactory

## **Grade Point Average (GPA)**

Grade point averages are used to measure a student's academic achievement and to determine a student's class rank. Strong Rock Christian School calculates the GPA according to national standards set by the National Center for Education Statistics (NCES) and based upon Carnegie Units of Instruction. All courses with exception of a zero period taken once a student enters as a freshman are included in the overall GPA.

1. Grade point averages (GPA) are calculated for each student in grades 9-12 at the end of each semester.
2. Academy and High School students are required to maintain at least a 2.0 grade point average during any two consecutive semesters. Exceptions may be made, at the school's sole discretion, for students who have a grade point average of less than 2.0 but have not failed any courses during the semester in question.
3. High school students who have a GPA under a 2.0 any given nine-week period or who fail two or more classes and Academy students who fail two or more classes will be placed on academic probation for a period of nine weeks. While on academic probation the student must have a weekly report signed by each teacher (in the classes that the student has a 69 or below) as well as attend a minimum of one full tutorial or study hall each week per course. Students may participate in extracurricular activities while on probation, but administration reserves the right to suspend all after school activities for the student. In addition, each student's academic standing will be reviewed to determine if Strong Rock is the appropriate setting for the student.

## **Academy Summer School – Grades (6-8)**

When a student in the Academy fails a course in any of the following core subjects they will be required to complete an Academy Summer School Packet. The Summer School Packet will be required for each semester that is failed. For example – A student who fails Fall semester but passes Spring semester will be required to complete and pass one Summer School Packet. A student who fails Fall and Spring semester will be required to complete and pass two Summer School Packets. **A cost of \$25 per summer packet course given will be required.**

Academy core courses include -

- Math
- Science
- Language Arts
- Social Studies
- Bible

The packet will include review assignments that must be completed and turned in by the third Friday of Summer break. On the third Friday of Summer break the student will come to school and take a course recovery test. The student must score at least 70% to receive credit for the course and to ensure they can return to Strong Rock Christian School for the following school year. **Students who fail the summer test can be subject to a penalty of Academic Probation for the upcoming school year. Learning Lab PASS support.**

**Spanish I, Coordinate Algebra, and Physical Science are high school credit classes and require the credit recovery process for high school.**

### **High School Credit Recovery**

Subjects taken for high school graduation credit must be passed, or the subject will have to be repeated. Students will not be allowed to make up a failed course at Strong Rock Christian School unless approved by the administration. Strong Rock Christian School's primary credit recovery source is Georgia Virtual School. Students wishing to use any other source must submit a written request citing the reason to the administration. It is strongly recommended that students address any recovery needs during the summer before the next academic year begins.

In a case where the student fails the fall semester, but passes the spring semester, we will look at the average of the two semesters. If the average of the two semesters equals a passing mark (70%+), then the average grade will be used for both semesters and full credit will be awarded.

Strong Rock Christian School reserves the right to dismiss students who do not apply themselves academically. This assessment usually, but not always, occurs after each nine-week period.

Probation for more than 2.5 units of credit recovery may lead to a forced withdrawal.

### **Honor Graduates**

Students who achieve certain academic distinctions through earned grade point average will be graduated upon recommendation of the faculty with institutional honors indicated with tassels, as follows:

Summa Cum Laude	4.00 GPA	Gold
Magna Cum	3.70 GPA	Red
Laude Cum Laude	3.50 GPA	White

## **Valedictorian and Salutatorian Requirements**

Valedictorian is the award for the graduating senior with the highest cumulative grade point average. The Salutatorian is the award for the graduating senior with the second highest cumulative grade point average. The following is a list of criteria that will be used to determine the Valedictorian and Salutatorian:

- Must be a full-time student at Strong Rock Christian School with no enrollment interruption for the entirety of their 11<sup>th</sup> and 12<sup>th</sup> grade years.
- Only courses taken during the 9th through the 12th grade will be used to determine GPA for Valedictorian and Salutatorian status.
- For transfer students, previously taken courses will only be used in Valedictorian/Salutatorian GPA if that course is also offered at Strong Rock Christian School.
- Valedictorian/Salutatorian Cumulative GPA will be figured to the fourth place to the right of the decimal point.
- Students must abide by the Strong Rock Christian School Honor Code. Violation of the Strong Rock Christian School Honor Code may disqualify a student as the Valedictorian or Salutatorian depending on the severity of the violation(s) at the discretion of the school administration.
- In the event of a tie for Valedictorian/Salutatorian, the administration will determine the roles for the commencement services.
- In the event of a tie for Valedictorian/Salutatorian, the school will use the student's numerical average as a tie breaker.

## **Elementary School Academic Honors**

### **Exemplary Academic Honor Roll (Grades 2-4)**

- Students must make all A's and S's on their report card in each semester for each nine-week grading period.

### **Principal's Honor Roll (Grades 2-4)**

- Students who earn all A's and/or B's in every area and receive no U's under the work habits section of the report card, including conduct area grades.

### **Patriot Award (Grades 1-5)**

The Patriot Award will be given to one student per classroom for exemplary Christian character. Teachers will recommend students for this award based on their conduct, work habits, relationship with other students, respect for teachers, and servant leadership.

### **Adams Legacy Award (Grade 5)**

The Legacy Award will be given to a student at the highest grade level in the Elementary (5th). This award will be selected by administration in conjunction with faculty and staff based on the complete overall student who is impacting Strong Rock Christian School eternally. The student must have been enrolled at Strong Rock Christian School for a minimum of three years.

## **Academy and High School Academic Honors**

### **Honor Roll**

Honor rolls will be published for Semester 1 and Semester 2. Students who earn all A's for the 1<sup>st</sup> and 2<sup>nd</sup> semesters will be listed on the Exemplary Academic Honor Roll. Students who earn all A's and B's for the 1<sup>st</sup> and 2<sup>nd</sup> semesters will be listed on the Principal's Honor Roll. These students will be recognized in the *E-Pistle* at the end of the year.

### **Patriot Award (grades 6-12)**

The Patriot Award will be given to one female and one male student at each grade level for exemplary Christian character. Teachers will recommend students for this award based on their conduct, work habits, relationship with other students, respect for teachers, and servant leadership.

### **Adams Legacy Award (grades 8 and 12)**

The Legacy Award will be given to a student at the highest grade level in the academy (8) and the high school (12). This award will be selected by administration in conjunction with faculty and staff based on the complete overall student who is impacting Strong Rock Christian School eternally. The student must have been enrolled at Strong Rock Christian School for a minimum of three years.

## **Grading Policy**

Elementary report cards will be sent home at the end of each 9-week grading period. Academy and high school semester grade reports are available two times per year at the end of the first and second semesters. Credits toward graduation are recorded on the student's transcript at the end of each semester.

Using RenWeb technology, in grades two through twelve, parents may review student progress at any point during the grading period. Parents are encouraged to schedule conferences with teachers to discuss a student's progress at any time during the grading period.

## **Class Schedules**

Student placement in classes and courses will be at the sole discretion of Strong Rock Christian School. Parents may not request particular teachers but may request assignment to honors and advanced placement courses based on established criteria. However, this must be approved through the high school administration. SRCS does allow students to take online courses through Georgia Virtual School under the following conditions: 1) No more than 2 class periods given to online courses; 2) the GAVS courses must be courses that SRCS does not offer; 3) or if there is a scheduling conflict that cannot be worked out in any other way. Students and parents should understand that taking a course through GAVS will likely add an extra expense. GAVS fees are \$250 per semester per course. These fees would have to be paid to GAVS before a student would be fully enrolled in the GAVS course and any changes be made to their SRCS class schedule.

## **Honor Courses**

All Strong Rock courses are competitive, college-preparatory courses in their scope and sequence. Honors classes are designed to take the accelerated student an extra step in terms of analysis, depth of coverage, and pace. To enter any honors course at Strong Rock, students are evaluated according to following criteria:

- To apply from a College Prep class to an Honors course for the next year, the student must earn an “A” average at the semester one and the third nine weeks academic checkpoints.
- To apply from an Honors class to another Honors class for the next year, the student must earn an 85% at the semester 1 and Term 3 academic checkpoints.
- To apply from an Honors class to an AP class for the next year, the student must have an “A” average in at least one of the academic checkpoints at the end of semester 1 or at Term 3.
- To apply from an AP class to another AP class for the next year, the student must earn an 85% at the semester 1 and Term 3 academic checkpoints.
- If the applicant met the criteria for the semester 1 grade, but not the Term 3 grade and received favorable Teacher Recommendations, a Delayed Decision could be extended where the student must have a final semester 2 grade that would meet the afore mentioned standards.
- If a student meets the semester 1 and Term 3 academic check points, but allows their semester 2 grade to fall, this could lead to grounds for withdrawing an approval status.
- Dual enrollment courses would be treated in the same way as Honors classes.

Students in honors classes are expected to be individuals capable of demonstrating higher level critical thinking, independent study habits, strong reading ability, and easy mastery of basic and advanced skills and concepts. The nature of an honors course is distinctive, creating a unique environment for learning that allows for significantly different educational approaches to the material studied. Students in the honors class will usually be responsible for content material covered in the regular class plus additional advanced materials and assignments. Because of the nature of the subject, a clear differentiation is evident in the curriculum, even though a few of the assignments may be similar. The honors classes are also designed to become more rigorous each year, demanding an increase in the students’ commitment to the subject matter, not just an intellectual capability. Students must continue to be motivated to participate in the honors program.

Honors courses are not part of the academy program, but some courses are grouped based on ability and performance (in particular, math courses). An academy student who is on an advanced track and is ready to take Geometry in 8<sup>th</sup> grade could take it at the honors level if he/she is approved. However, since high school GPA is not calculated until 9<sup>th</sup> grade, the student would not benefit from the GPA weighting.



Any high school student who passes an honors course will be awarded a half quality point (.5) on his or her GPA. Extra points are not added to numerical grades. The same weighting policy will be in effect for dual enrollment courses as it applies to the student's Strong Rock Christian School GPA.

### **Advanced Placement Courses and Grading Scale**

Strong Rock Christian School makes every effort to offer Advanced Placement and other specialized-level courses. Such courses are designed to prepare students uniquely for the possibility of testing with a view to attain advanced college and university credit. For this reason, these courses are especially rigorous regarding the high level of their requirements (i.e., in-class interaction, homework, and testing). Students and their parents should understand that admission to these courses depends upon more than mere enrollment; students must establish demonstrated proficiency and a propensity for excellence in the academic area. Minimum qualifications for student admission to such courses include obtaining written parental permission, establishing and maintaining a high "B" average in all previous work in the subject area, and approval by the instructing teacher and principal. Additional admission and retention requirements may apply (i.e., maintaining a minimum class average as determined by the teacher or may require a prerequisite).

All students taking AP courses, including AP courses through GAVS, are required to take the corresponding AP exam or the final exam in the class. The fee is set by College Board. The exam fee must be submitted prior to the exam; students will not be permitted to take the exam if the fee has not been paid prior to the exam payment deadline. If a student fails to take the AP exam, a fine of \$100 will be added to the student's FACTS school bill, and the student will be required to take a teacher generated exam in the corresponding course during the scheduled final exam time for that class period which applies towards a student's GPA. Strong Rock will add one quality point (1.0) to the student's Grade Point Average (GPA) for each semester of Advanced Placement coursework. The student must have passed the Advanced Placement course before one quality point is added to compute the GPA. Extra points are not added to numerical grades.

## Assessments

Strong Rock Christian School administers the following nationally normed assessments:

Assessment	Grade(s) Administered	Description
SESAT	K-1	SESAT is administered in the fall of each academic year in order to obtain detailed data regarding student learning and achievement in reading and mathematics.
CTP5	2-8	CTP5 is administered in the fall of each academic year in order to obtain detailed data regarding student achievement in reading, language arts, and mathematics.
Iowa Assessments	K-8	The Iowa Assessments are administered in the spring of each academic year in order to obtain detailed data regarding student learning achievement in reading, mathematics, social studies, and science.
Pre-ACT	9-10	The Cambridge ACT consists of retired ACT national college admissions examinations that consist of subject area tests in English, math, reading, and science. Administration is in the spring semester.
ACT	10-12	The ACT is a national college admissions examination that consists of subject area tests in English, math, reading, and science. The ACT with writing includes the four subject area tests plus a 40-minute writing test. The ACT is administered on six test dates within the US. ACT results are accepted by all four-year colleges and universities in the US. Students are responsible for registering for and taking these college entrance examinations at their own expense.
PSAT/NMSQT	9-11	The PSAT is produced by College Board and will be administered each fall. The PSAT measures reading/writing and math abilities, and is a practice for the SAT. The score in 11 <sup>th</sup> grade is used as the National Merit Scholarship Qualifying Test.
SAT	10-12	SAT and SAT subject area tests are designed to assess a student's academic readiness for college. These exams provide opportunities for financial support and scholarships. The SAT and SAT subject area tests keep pace with what colleges are looking for today and measure the skills required for success in the 21 <sup>st</sup> century. Students are responsible for registering for and taking these college entrance examinations at their own expense.

## **Homework**

The amount of homework will vary by the course level. Strong Rock Christian School's goal for homework is to continue and practice skills introduced in class, so questions about homework should be directed to the teacher. The following will serve as guidelines for homework. These times do not reflect daily study times necessary to prepare for quizzes and tests, or time spent on long-term projects.

- Pre-Kindergarten assignments average 10 minutes.
- Kindergarten assignments average 15 minutes, plus short reading passages.
- Grade 1 homework averages about 20 minutes, plus short reading assignments.
- Grade 2 homework averages 25 minutes, plus a daily reading assignment.
- Grades 3 homework averages 35 minutes, plus a daily reading assignment.
- Grades 4 homework averages 45 minutes, plus a daily reading assignment.
- Grade 5 homework averages 50 minutes, plus a daily reading assignment.
- Grade 6 homework averages 60 minutes.
- Grade 7 homework averages 70 minutes.
- Grade 8 homework averages 80 minutes.
- Grade 9 homework averages 90 minutes.
- Grade 10 homework averages 100 minutes.
- Grade 11 homework averages 110 minutes.
- Grade 12 homework averages 120 minutes.

Students in honors and/or advanced placement courses must expect more homework than those taking regular courses of study.

When students in the Academy do not turn in assignments unrelated to an absence on the due date, teachers will penalize the assignment, after grading for accuracy, an additional 15 points for the first day late; on the second day the students will receive a zero. For homework assignments that are graded the following day in class, the late grade policy does not apply.

When students in the high school (with the exception of AP courses and 8th grade courses) do not turn in assignments unrelated to an absence on the due date, teachers will penalize the assignment, after grading for accuracy, an additional 25% for the first day late; on the second day the students will receive a zero. For homework assignments that are graded the following day in class, the late grade policy does not apply.

## **Academy/High School Drop/Add and Withdrawal Policy**

At Strong Rock Christian School, we strive to create a class schedule that is “perfect” for every student. The reality is that is not always going to work out due to numerous factors. In our best effort to try to get as close to perfection as possible, we do offer a drop/add period where students can try to make schedule changes. Keep in mind, not every change request is going to be possible. Each request will be evaluated and if it can work, we will make the change.

Class schedules for 6th-12th grade will be published in Renweb on the afternoon of July 14. After the schedules have been released, change requests through email only will be accepted through 12:00 PM July 21. The student should send the email to Dr. Kerce ([kkerce@strong-rock.com](mailto:kkerce@strong-rock.com)) and it must have the parent email included as a recipient. Parents, please let this be a task for the students to embrace. For younger students, parents are encouraged to help the student write their emails, but please let them execute this task. Change requests that come as emails that are not student generated and do not include a parent email will not be honored. Additionally, phone calls and voice messages will not be honored for change requests.

After 12:00 PM on July 21 no change requests will be honored until we get to the official drop/add period once school starts. The process of creating student schedules can be a challenging task, so in our best effort to try to allow for the best possible scheduling situations for every student, we offer a drop/add period where students can request schedule changes. We are going to change the timing of our August drop/add from how it typically has operated. Typically our drop/add has started on the 2nd day of school and ran for approximately 2 weeks. A common concern heard every year is that in that first 2 weeks of school, students still don't have a real good sense of the courses on their schedule, the workload, and many times a class might have only recorded a single graded assessment by the end of drop/add. So to hopefully address this issue and to give students more time to get a good feel for a course before having to make a decision to change, we are going to have all students stay in their class schedule from day 1 (August 2) through August 11. Students will have a week and a half to be in their initial class schedule so they have more time to get a good feel for the course. The drop/add will run from August 14 through the end of 3rd period on August 18.

This timing adjustment does mean that some students could change to a new course having missing the better part of the first 3 weeks of class, that is undeniably true. It will be the student's responsibility to make up all work missed by September 8. Any work not made up in the new class by September 8 will be entered into the grade book as a zero.

Once school gets started, a detailed message on the specific drop/add procedures will be sent out to all 6th-12th grade students and parents. There will be specific time slots assigned based on grade level that will be presented as well the specific steps expected in the drop/add process.

In addition, each student who desires to withdraw from a class must submit a letter of request to the guidance office with a full explanation of the hardship. These requests will only be considered during the first six weeks of each semester. Each student who is granted a withdrawal request will still have the grade earned reflected on the transcript annotated with a “W.” All textbooks for withdrawn classes should be returned to the academy/high school office.

## **Exam Exemption**

### **Academy:**

#### **Semester 1:**

- Academy may exempt 1 exam in a class where they have an A average and 1 additional class where they have a 96+ average and meet the attendance requirements.

#### **Semester 2:**

- Academy may exempt 2 exams in a class where they have an A average and any class where they have a 96+ average and meet the attendance requirements.

### **High School:**

#### **Semester 1:**

- High school may exempt 2 exams in classes where they have an A average and 1 class where they have a 96+ average and meet the attendance requirements.

#### **Semester 2:**

- High school may exempt 2 exams in classes where they have an A average and any class where they have a 96+ average and meet the attendance requirements.

Students will not be eligible to exempt an exam if they have more than five unexcused absences in a class per semester; three unexcused tardies to school is equivalent to one unexcused absence.

## **Student Records**

The school maintains a cumulative file on all Strong Rock students. Records of health, grades, standardized test scores, reports of parent conferences and disciplinary action make up most of the content of these records. These records are the sole property of the school and will not be released if there are any monies owed to the school by the student and/or his/her parent/guardian.

- Strong Rock will release student grades, achievement test scores, and other information upon the written request of another school or school system, when such request contains either the signature of an authorized school official or the signature of at least one parent/legal guardian on a form to be supplied by the receiving school.
- Transcripts of a student's grades will be provided free upon request of the student's parent/legal guardian. The transcript will include the full record of grades plus any achievement test scores. Parents requesting additional information may incur a processing fee.
- Transcripts given to a parent or student are unofficial copies. Official transcripts must be sealed in a Strong Rock Christian School envelope and mailed directly to another educational institution.

- No school records, other than the transcript defined above, will be released to a student's parent/legal guardian or any agency other than another school or scholarship related program.
- Confidentiality of cumulative records will be maintained. The professional staff or other approved persons may have access to the records under conditions specified by the principal.
- All library books should be returned and fines paid.
- All textbooks must be returned.

### **Promotion Requirements**

Students in grades Prek3 through 4 are evaluated on an individual basis. A rubric will determine if retention is needed. Students in grades 5 through 8 must pass academic classes or complete the Summer School Packet Process for the classes failed. In high school, students must earn six, twelve, and eighteen cumulative units of credit in grades nine, ten, and eleven respectively to be promoted.

### **Transfer Credits**

Students who transfer from public or private schools will not be required to make up the Bible requirement for graduation. Other electives will be used to fulfill the total number of required credits. Transfer grades will be entered on Strong Rock's transcript as they are listed by the sending school.

### **Courses Taken From Outside Entities**

Strong Rock Christian School does not accept credits from other educational entities taken for the purpose of a student "getting ahead" in their program of study. Strong Rock Christian School will allow students to take Health and Life Fitness during the summer, but this is the only course Strong Rock Christian School will accept for a student to "get ahead" in their program of study. Students who take a Strong Rock Christian School course and fail the entire course or one semester of the course must recover the failed credit through an approved credit recovery source.

### **Service Ministry Projects**

All elementary classes have the opportunity to participate in service ministry projects during the year. These projects might include, but are not limited to, a canned food drive for needy families, writing cards to shut-ins, or participating in a Christmas project.

All academy and high school students will be required to complete six hours of service ministry each semester. Students may work individually, in small groups, or as a class depending on the scope and complexity of the project. Service Ministry Projects may span more than one grading period with the approval of the

student's Bible teacher. The project must be completed outside of the school day unless approved by administration.

Service Ministry Projects are 10% of the student's Bible grade. Due dates will be given at the beginning of each semester. All students are expected to complete his or her project with excellence as unto the Lord. Administration and/or Bible teachers may refuse to accept a project that is not completed with quality work.

### **Media Center**

Strong Rock's media center is designed to complement and enrich the curriculum. It contains books (fiction, nonfiction, and reference books) primary source materials, CDs, DVD's, computers, printers, and general media equipment.

Elementary students:

- May check out two books
- PK & K may check out one book
- May keep the book(s) for one week
- May renew book(s)

Academy/High School students:

- May check out three books
- May keep the book(s) for two weeks
- May renew book(s)
- Students will be fined for overdue books at a rate of \$.05 per day.

The media center will be open from 7:35 a.m. to 3:30 p.m. to allow students and faculty the opportunity to use its resources on a regular basis. The media center staff is always willing to help students with research or to locate materials within the center. Groups of four may be admitted by prior arrangements between the media center staff and the teacher. If an entire class is scheduled, the classroom teacher will accompany them. The media center staff also offers editing, copying, and research services for students and staff.

### **Textbooks**

All textbooks and instructional materials are the property of Strong Rock Christian School. They must be handled with care and kept mark free except for the student's name. Students are responsible for taking care of textbooks and instructional materials. Students should cover all hardback textbooks. Upon withdrawal or at the end of the school year, all textbooks and instructional materials must be returned to the school. Students must reimburse the school for any textbook damage or loss for which they are responsible. Some textbooks are consumable and may be written in by students.

### **Intellectual Property**

By enrolling the student in the Strong Rock Christian School, the parent and student acknowledge that during student's attendance at Strong Rock Christian

School all student Intellectual Property (defined below) related to or used in connection with the student's participation in any joint or group school activity (classroom, homework, athletic, artistic, scientific, etc.) is the exclusive property of Strong Rock Christian School. Intellectual Property includes all inventions, creations, videos, audios, writings, prototypes, discoveries, developments, formulas, techniques, and improvements and all works of original authorship or images that are fixed in any tangible medium of expression, whether or not copyrightable, patentable or otherwise protectable, which are conceived, designed, created or developed by any of Strong Rock Christian School's students in conjunction with other students and/or school personnel. To be clear, if a student works on a project alone (such as a painting or music), such project is not Intellectual Property covered by this policy. Any parent or student who believes that they are eligible for a waiver to this policy should contact the Head of School to discuss the specific circumstances.



## **TECHNOLOGY**

### **Google Classroom**

Google Classroom is the designated platform for classroom instruction. Teachers will include Google Classroom expectations on the syllabus and utilize it routinely in their course work. All students will be assigned a Strong Rock account to access Google Classroom when necessary.

### **Technology Acceptable Use Policy**

Strong Rock Christian School provides technology resources to its students and employees for educational and administrative purposes. The goal in providing these resources to students is to promote educational excellence consistent with Strong Rock Christian School's mission statement and curriculum. The use of these technology resources is a privilege, not a right, which may be revoked at any time for misuse. Noncompliance with applicable regulations may result in suspension or termination of privileges and other disciplinary action consistent with the policies stated in the Family Handbook.

### **Artificial Intelligence Policy**

This policy outlines the guidelines for the ethical use of ChatGPT and other AI chatbots and explains the consequences of misusing this technology.

Philosophy: With the rapid rise of Artificial Intelligence (AI), schools and businesses worldwide are having to make decisions on how they will respond to and manage this new and expanding technology. Just as computers have changed the way society operates, we believe AI will do the same but in much less time.

Technology should always serve as a tool to expand knowledge, not replace critical thinking and authentic learning experiences. Strong Rock Christian School recognizes that AI has its dangers and limitations, but also realizes it has possibilities to enhance student learning and create meaningful, engaging lessons within the classroom. As a result, our technology department, in coordination with administration and department chairs, is constantly exploring the use of AI in the classroom and is committed to finding ways to utilize and learn from AI to better prepare students for their futures.

Teaching students to think critically and develop integrity are goals we try to achieve in all academic areas. As our students move toward adulthood, Digital Citizenship - the ability to navigate our digital environments in a safe, responsible, and ethical manner - has become an even greater need.

Ultimately, we feel this initial AI policy will begin to help our students develop awareness of the importance of Digital Citizenship in a changing world and help them utilize this new technology ethically and responsibly.

Purpose: ChatGPT serves as a resource to support students' learning experiences by providing information, explanations, and suggestions. It can assist in answering questions, offering guidance, and facilitating discussions but is no replacement for critical thinking and original work.

#### Ethical Use:

- **Respectful Language:** When interacting with ChatGPT, students must use respectful language and avoid any form of discrimination or harassment. Treat ChatGPT with the same respect and courtesy you would extend to a human.
- **Academic Honesty:** ChatGPT should not be used to cheat or engage in academic dishonesty. It is important to uphold integrity in any academic endeavor. Do not use ChatGPT to generate plagiarized content or answers for assignments, tests, or exams.
- **Personal Information:** Do not share any personal, sensitive, or confidential information with ChatGPT. It is designed to process and respond to information in a general context, and confidentiality cannot be guaranteed.
- **Legal and Ethical Boundaries:** Use ChatGPT within the legal and ethical boundaries defined by Strong Rock Christian School and applicable laws. Do not engage in any activities that may violate the school's code of conduct or policies.

#### Consequences of Misuse:

- **Academic Consequences:** Any student found misusing ChatGPT (or other AI chatbots) for academic dishonesty may face disciplinary action, including but not limited to receiving a deducted or failing grade on the assignment, test, or exam in question. In addition, any misuse will result in an Honor Code violation on the student's permanent record. Repeat offenses may result in more severe consequences, such as academic probation or suspension.
- **Restricted Access:** If a student is found misusing any AI chatbot or violating the ethical guidelines repeatedly, the school reserves the right to restrict or revoke their access to the technology.
- **Educational Intervention:** In cases where a student's misuse of ChatGPT is identified as a result of misunderstanding or lack of awareness, an educational intervention may be implemented. This could involve one-on-one conferences with the student and parents, faculty, and counselors, or other measures to promote responsible use of technology.
- **Legal Ramifications:** Misuse of ChatGPT that infringes upon legal boundaries may result in legal consequences according to local, regional, or national laws.

**Teacher Supervision and Monitoring:** Teachers will oversee and monitor students' interactions with ChatGPT during class time or designated periods. They will provide guidance on the appropriate use of the technology, monitor the conversations, and intervene if any misuse is detected.

**Reporting Misuse:** If students observe or suspect any misuse of ChatGPT by their peers, they should report it to their teacher or school administration. Anonymity will be respected, and appropriate action will be taken to address the issue.

Because of the rapid changes in this technology, policies will be evaluated regularly and if necessary, modified with the best interests of students in mind.

### **Personal Electronic Devices**

Personal electronic devices (including personal communication devices such as cell phones/connected watches/tablets and computers) are discussed in the divisional sections of the handbook. Audio, pictures, or video recording may not be conducted anywhere on the SRCS campus without the prior approval of SRCS Administration. No audio or video recording is permitted in bathrooms or locker rooms under any circumstances.

### **Social Media and Social Networking Policies and Procedures**

Social media encompasses a broad array of online activity including social networks/media such as Twitter, Flickr, Instagram, Facebook, GroupMe, TikTok, and Snapchat, blogs, and other similar online or internet communications. Because this form of communication is vast and growing, Strong Rock feels it is important to communicate Strong Rock Christian School's position regarding a student's use of social media or networking.

**Use at School or a School-Related Event:** Strong Rock Christian School does not permit students to access social media and/or social networking sites during the school day. The school has taken steps to block many of the social media/networking sites on the school's network, but technology will undoubtedly work faster than Strong Rock's IT Department. Therefore, even if students are able to access such sites during the school day, they should understand that activities involving inappropriate content are in violation of school policy and may result in disciplinary action.

**Use Away from School Property:** It is not the school's goal to regulate a student's personal online activities when not on Strong Rock Christian School property or at a school-related event. Please understand, however, that certain activities might impact a student's relationships with other students or school employees or school rights that Strong Rock does reserve the right to regulate. All students should ensure that they are familiar with school's conduct policies to avoid any online communications that might violate those policies.

For example, students must ensure that their online activities do not violate a Strong Rock Christian School policy regarding bullying or harassment, or other similar policies pertaining to how students interact with each other. If students utilize any electronic means to post or say something that impacts another student negatively, the activity may result in an investigation and possible discipline.

Students should also be aware that teachers and administrators periodically check such sites and may determine that off-campus behavior, including texts, violates the school conduct code if there are disparaging or negative comments about the school, administration, or faculty members in a manner that is disruptive to the school's educational mission or activities.

In addition, postings on social networking or other internet sites of students engaging in inappropriate behavior (such as drinking, smoking, sexual actions, etc.) are prohibited.

Students are not permitted to use the Strong Rock Christian School's name, logo, trademark, or service mark in online activities. Students are not permitted to create websites or social networking profiles to rate teachers, discuss aspects of the school, or otherwise disclose information online that Strong Rock Christian School would find offensive or inappropriate if posted in school publications. Finally, students are not permitted to disclose any confidential information of the school, employees, students, parents, or activities online.

**Student Identity Online:** Students are responsible for any of their online activity conducted with a Strong Rock Christian School email address, and/or which can be traced back to Strong Rock Christian School's domain, and/or which uses school assets.

What students publish on such personal online sites should never be attributed to Strong Rock Christian School and should not appear to be endorsed by or originated from Strong Rock Christian School.

**School's Right to Inspect:** Strong Rock Christian School reserves the right to inspect all electronic data and usage occurring over Strong Rock Christian School's network or on Strong Rock Christian School property without prior notice. The school also reserves the right to assess texts and information in the public domain on the internet and to discipline students for any violation of these guidelines.

### **Definition of Technology Resources**

Strong Rock Christian School retains all rights and ownership to all technology resources, including Strong Rock Christian School computer systems and networks and any configuration of hardware and software. The systems and networks include all of the computer hardware, operating system software, application software, stored text and data files. This includes electronic mail, local

databases, externally accessed databases (such as the Internet), CD/DVD-ROM, optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available. Strong Rock Christian School reserves the right to monitor all technology resource activity.

### **Monitored Use**

Technology use by students and employees is not private and may be monitored at any time by Strong Rock Christian School to ensure appropriate use. Strong Rock Christian School reserves the right to inspect user directories for inappropriate materials or executable files and programs that are unauthorized and may affect the operation of the network. Such files are subject to removal when found. Additionally, Strong Rock Christian School reserves the right to monitor access to and use of email, the Internet, or other network or computer-related activities, engage in routine computer maintenance and housekeeping, carry out internal investigations, prepare responses to request for public records, or disclose messages, data, or files to law enforcement or other legal authorities. Strong Rock Christian School reserves the right to confiscate and analyze any electronic device that may connect or utilize Strong Rock Christian School network resources.

***Parents are encouraged to monitor all forms of their child's technology use.***

### **Acceptable Use**

Strong Rock Christian School's technology resources will be used only for learning, teaching and administrative purposes consistent with Strong Rock Christian School's mission statement and goals. Commercial use of Strong Rock Christian School's technology resources is strictly prohibited.

Software or external data may not be loaded on any computer, whether stand-alone or networked to the Strong Rock Christian School network. Only personnel from the Technology Department are authorized to load software.

Other issues applicable to acceptable use are:

1. Copyright: All users are expected to follow existing copyright laws, copies of which may be found in each technology lab, the elementary and academy/high school offices, and in the media center.
2. Supervision and permission: Student use of the computers and computer network is only allowed when supervised and granted permission by a faculty member.
3. Attempting to log on or logging on to a computer by using another's password is prohibited: Assisting others in violating this rule by sharing information or passwords is unacceptable.

4. **Improper use of any computer or the network is prohibited.** This includes, but is not limited to the following:
- Submitting, publishing or displaying any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages either public or private
  - Using the network for financial gain, political or commercial activity
  - Attempting to or harming equipment, materials or data
  - Attempting to or sending anonymous messages of any kind
  - Using the network to access inappropriate material
  - Knowingly placing a computer virus on a computer or the network
  - Using the network to provide addresses or other personal information that others may use inappropriately
  - Accessing of information resources, files and documents of another user without authorization

### **System Access**

Access to Strong Rock Christian School's network systems will be governed as follows:

1. Students will have access to technology for class assignments and research with their teacher's permission and/or supervision.
2. Students and employees with accounts will be required to maintain password confidentiality by not sharing the password with others.
3. Any network user identified as a security risk or having violated Strong Rock Christian School Acceptable Use Policy may be denied access to the system. Other consequences may also be assigned.

### **Individual User Responsibilities**

The following standards will apply to all users of Strong Rock Christian School's network systems:

1. The individual in whose name a network account is issued will be responsible at all times for its proper use.
2. The system may not be used for illegal purposes, in support of illegal activities, or for any other activity prohibited by Strong Rock Christian School.
3. Network users may not use another person's network account without written permission from the Director of Technology.
4. Network users are responsible for making sure they do not violate any copyright laws.

### **Network Etiquette**

**Network users are expected to observe the following network etiquette (also known as netiquette):**

1. Use appropriate language. Swearing, vulgarity, ethnic or racial slurs and any other inflammatory language are prohibited.

2. Pretending to be someone else when sending/receiving messages is prohibited.
3. Submitting, publishing or displaying any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually-oriented, or threatening materials or messages either public or private is prohibited.
4. Revealing such personal information as addresses or phone numbers of users or others is prohibited.
5. Using the network in such a way that would disrupt the use of the network by other users is prohibited.

### **Liability Disclaimer**

Strong Rock Christian School shall not be liable for user's inappropriate use of electronic communication resources or violations of copyright restrictions or other laws, users' mistakes or negligence, and financial obligations incurred by users. Strong Rock Christian School shall not be responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the Internet.

### **Academy and High School Technology Acceptable Use Policy (AUP)**

Strong Rock Christian School has a commitment to the integration of technology into the academic programs of the school. The Strong Rock Christian School network and computer equipment are available for students, faculty, and staff to use for research, study, and other educational purposes. The goal in providing access to these technological resources is to promote educational excellence and innovation and to facilitate communication and creativity in the expression of ideas and information.

Access to Strong Rock Christian School technological resources and the Internet is a privilege that is tied to responsibilities. Students must use these resources in a legal, ethical, moral, and responsible manner in accordance with the school's stated mission. **The following guidelines are intended to help individual technology users understand appropriate use and apply to any device brought to or used at school.** The school may restrict, suspend, or terminate any user's access to the school's technology systems and network for not respecting these guidelines.

During the school year, all academy and high school students may be issued a Strong Rock Christian School e-mail account as a tool to enhance the learning process and aid in communication between teachers and fellow students. Students in the 7<sup>th</sup> through 12<sup>th</sup> grades will also be allowed to bring and use personally-owned, netbooks, tablet PCs or similar devices. Each teacher has the right to limit or restrict usage in their classroom.

The following are approved devices for the 9<sup>th</sup> -12<sup>th</sup> grade "Bring Your Own Technology"— All use is at the teachers' discretion. Requests for the use of devices or software programs not on the list below must be made directly to the academy/high school principal.

- Laptop computers
- Flash Drives
- External Hard Drives
- I-pads, tablets, netbooks, SMART Phone
- Kindle or devices designed with the same capabilities

## **E-mail**

- All students will be assigned a Strong Rock account to access Google Classroom when necessary.
- Strong Rock Christian School e-mail accounts are provided for school purposes only. Only Strong Rock Christian School e-mail accounts are to be used on school grounds. Students should use a personal e-mail account (i.e., Hotmail, Gmail, Yahoo, etc.) for communications other than school business.
- Students are expected to be polite and may not become abusive in messages to others. Email accounts may not be used to harass others or send inappropriate or offensive messages.
- E-mail etiquette should be observed. In general, only messages that one would say to the recipient in person should be written.
- Students who receive harassing or threatening messages must notify a faculty member as soon as possible.
- Grade-level mailing lists are for school business only.
- Emails to the entire school are permitted only with permission from the principal.
- All messages from student e-mail accounts will be deleted each summer.
- The use of e-mail during class, without teacher approval, is strictly prohibited.
- Students should not send out bulk e-mail. This includes chain letters, advertisements, or any other message that includes many different recipients without their consent.
- Students should not reveal their personal address or phone number or those of other students or staff members.
- Forgery or attempted forgery of email messages or other electronic documents is prohibited.
- Attempts to read, delete, copy, or modify the electronic mail or other electronic documents of other users or deliberate interference with the ability of other users to send/receive email is prohibited.
- Any malicious attempt to harm, alter or destroy school technology equipment or materials, the data of another user, or any of the institutions, or other networks that are connected to the Internet is prohibited.
- Email and any other use of the electronic communication systems by students shall not be considered confidential and may be monitored at any time by designated staff to ensure appropriate use of educational or administrative purposes



- School e-mail addresses are not to be given to ANY website, company, or other third party without the explicit permission of a teacher or administrator.

### **Computing Devices, Network and Printers**

- Students will have access to the Strong Rock Christian School network through school owned devices, including computers in the technology labs, the Media Center and in classrooms equipped with student computers, as well as on their personal device.
- Students are prohibited from connecting any device directly to Strong Rock Christian School's wired network. This includes personally-owned laptops and unapproved wireless routers.
- Students are prohibited from accessing faculty, administration, and staff computers as well as restricted file servers for any reason without explicit permission from the user or administrator of that computer.
- Students are prohibited from utilizing the command prompt interface. In addition to this, students are prohibited from using any method to obtain control of another person's computer through the use of their own computer.
- Students are not to use another person's user name or password to gain access to the Strong Rock Christian School network or Internet or trespass into another user's files.
- Users are responsible for their individual network account and should take all reasonable precautions to prevent others from using their account. Students should not provide their network password to any other person. If there is ever any concern about a password being compromised, the student will need to contact the Technology Director in order to have the password changed.
- Students should not intentionally waste limited resources such as paper and printer cartridges that are provided by Strong Rock Christian School. Only essential materials should be printed. Limitations may be placed on students' permission to print if they abuse this privilege.
- Students should not use the network in such a way that would disrupt the use of the network by other users. For example, students may not download large files over the Internet during school hours.
- Users should not have food or beverages in the vicinity of Strong Rock Christian School-owned technological devices.

### **Internet**

- Students will have filtered Internet access through school-owned devices connected to Strong Rock Christian School's wired network.
- Students' use of the Internet at school must be in support of education and research and be consistent with the educational objectives of Strong Rock Christian School, whether that use is on a Strong Rock Christian School computer or a student-owned device. Misuse of the Internet is prohibited,

- including production or use of threatening or obscene material, and infringement of copyrighted material or material protected by trade secret.
- Strong Rock Christian School reserves the right to monitor the Internet usage of all students through specialized software reporting as well as any other means available to teachers and administration. This includes school-owned computers as well as any other computers or devices that access the Internet through Strong Rock Christian School's Internet connection or personal internet connection through another access (for example 4G or 5G networks). Students are not allowed to access inappropriate sites.
  - Students may not use any social networking, instant messaging, texting, blogging, chatting, or other collaboration method to communicate with others during class, unless a teacher or administrator expressly authorizes them to do so.
  - The use of the Internet and e-mail is a privilege, not a right, and inappropriate use could result in a cancellation of those privileges. Strong Rock Christian School reserves the right to review any material on user accounts and to monitor file-server space in order to make determinations on whether specific uses of the network are inappropriate.
  - If a student inadvertently accesses a website that contains obscene, pornographic or otherwise offensive material, the student should notify a teacher or the Director of Technology as quickly as possible so that such sites can be blocked from further access within the Strong Rock Christian School firewall. This is not merely a request; it is a responsibility.
  - The Internet is a rich and valuable source of information for education. Inappropriate materials are available on the Internet but are strictly prohibited. These materials include items of a sexual or pornographic nature, extremist or militant materials, gambling, depictions of violence, images that are intended to be abusive or harassing, etc. Students must not access, display, or store this type of material.
  - These policies and procedures apply to all computing devices used at Strong Rock Christian School, including devices owned by the school, privately purchased devices (irrespective of ownership), and any device considered by the Director of Technology to fall under this policy. Teachers may set additional requirements for computer use in their classroom.
  - In areas where wireless access is not available to Strong Rock Christian School's filtered network, students may choose to use their own wireless data plan. Students using their own data plan are expected to abide by all aspects of the Strong Rock Christian School Acceptable Use Policy (AUP).

### **Computing Device Security**

- Students must receive express, prior permission from the owner before borrowing devices, power cords, or any accessories. To act otherwise will be considered theft and the student will be referred to an administrator to face disciplinary action. If a student brings a computing device to school and then loans it to another student who uses it inappropriately, the first student may also bear some responsibility for the inappropriate use.

- Students are responsible for taking care of their computing device and accessories such as batteries and chargers.
- A student's computing devices must not be left unattended at any time. Computing devices that are not being monitored by the student should be secured in a locked classroom or with the student at all times.
- All devices and cases should have a name tag attached to the outside of them that clearly identifies the owner.
- Students are entirely responsible for backing up their own data. Lost or damaged data is not the responsibility of the school. Computer malfunctions are not an acceptable excuse for not submitting work.
- Students are expected to take their computing devices home every day after school, regardless of whether or not they are needed. If students are participating in an afternoon activity, they must make prior arrangements to store their devices in a secure place.
- Students may make prior arrangements with a parent to pick up devices immediately following school.
- Under no circumstances should computing devices be left in unsupervised areas, including the school grounds and campus, the library/media center, unlocked classrooms, dressing rooms and hallways of buildings.
- Unsupervised computing devices will be confiscated by staff and taken to the appropriate office.

### **Software, Communications and Multimedia**

- No computer programs (executables), pornography, or copyrighted material may be distributed over the network. This rule prohibits sending files through email as well as setting up "servers" on a student's device or by any other physical or electronic means.
- Students are responsible for ensuring that only software that is properly licensed is loaded on their computing device. Any personally-owned software that is used at school must be appropriate for the school environment and may not infringe on the productivity of the classroom setting.
- Unauthorized duplication of data or software is prohibited.
- Students are not to use electronic devices to send messages (emails or text messages or to access social networking sites or join chat rooms) during class periods without permission of a teacher.
- The volume setting on computing devices should be muted when using the device in a setting that would be distracting to others unless required for the activity being conducted.
- Any audio or video recording may not be conducted without the approval of Strong Rock Christian School Administration. No audio or video recording is permitted in bathrooms or locker rooms under any circumstances. Students, who violate this policy, may be subject to severe disciplinary action.
- Sharing of music over the school network is strictly prohibited and is subject to appropriate consequences.

- Downloading music, videos, or software from the Internet at Strong Rock Christian School is prohibited unless specifically approved by a faculty or staff member.
- Using a computing device to play games during class time is strictly prohibited.
- Violent games and computer images containing violence or pornographic material are not allowed on school grounds in any format. This includes music with vulgar lyrics or titles, pictures, text documents, PowerPoints, etc. Any file found on a student's device that is considered violent, obscene, vulgar or pornographic will result in immediate disciplinary action.
- Students are prohibited from disabling or attempting to disable any Internet filtering device, encrypting communications to avoid security review, or intentionally introducing a virus to the computer system.
- Downloading or using copyrighted information without permission from the copyright holder is a possible copyright infringement. Appropriate disciplinary action will be taken if it is discovered that a student has infringed a copyright holder's rights and/or plagiarized material.
- Students are responsible for providing their own storage media.

### **File Sharing**

- File sharing is the public or private sharing of computer data or space. Any program that creates a point-to-point connection between two or more computing devices for the purpose of sharing data is considered file sharing.
- File sharing of any kind is prohibited on campus. The only exception to this is when it is a specific assignment given by a faculty member.
- No file sharing software of any kind is to be used on school grounds. Examples of this type of software are Limewire, Bearshare, Kazaa, iMesh, etc. Although these types of programs are software downloads, they automatically create file sharing connections.

### **Computing Device Privacy**

- The school will monitor computer activities that take place on campus during the school day including logging website access, newsgroup access, bandwidth, and network use.
- Any computing device used at school, even if privately owned, is subject to all policies and consequences of the AUP including the right to view the content of the device at any time.
- A computing device may be removed from a student's possession if there is an infraction to the AUP that deserves that consequence. In this case, it will be necessary for a parent or guardian to reclaim the device from school administration.

## **Protocol for Damaged or Missing Devices**

- Students are responsible for all maintenance on personal laptops and other personally-owned devices.
- It is the responsibility of each owner to be sure that all equipment is insured. Students are responsible for the security of personal laptops and any other personally-owned devices.
- Students must notify the school immediately if a device is discovered missing while on school grounds. If a device is reported stolen and cannot be located within a reasonable period of time, the school may require a police report to be filed.
- Damages to school devices by students are the financial responsibility of the student and his/her parents. Fees for damages will be added to the student's account with the school.

## **Consequences**

- Conference with an administrator.
- Loss or restriction of technology privileges, including the privilege to use personally-owned devices at school.
- Detention or suspension.
- Parental notification.
- A very serious infraction could result in dismissal/expulsion from the school.
- Students are subject to a random check of the history and activity on school-owned devices that they have used. Decisions of the Strong Rock Christian School administration regarding unacceptable computer use are final.
- Strong Rock Christian School may limit, suspend or revoke a student's access to the school's technology systems or the network upon violation of the AUP.
- Students are to report any known violations of this AUP to appropriate administrative staff members.

## STUDENT LIFE

### ATTENDANCE POLICIES

#### Attendance

Regular attendance is essential to the success of a student's school experience and is expected of every student. Parents are asked to see that absences are held to a minimum and that they are due to legitimate, unavoidable circumstances. Parents are also encouraged to keep check ins and check outs to a minimum. While the school realizes that there will be times when extenuating or special circumstances require a student to miss school, frequent or long absences from class for nonessential reasons are not conducive to an appropriate attitude toward learning.

For the elementary school, parents will be notified when absences or tardies reach or exceed five. When a student has been absent 10 days, a letter will be sent to parents. Excessive absences will mandate a parent/administrative conference and required expectations will be established by the administration for continued enrollment. Administration will determine if excessive absences prohibit the learner from advancing to the next grade level. **Tutoring may be required.**

A student must arrive by 11:30 a.m. or be present in school until 11:30 a.m. to be counted present for the day. If a student checks in late, he/she must arrive by 11:30 a.m. in order to participate in any extracurricular/interscholastic events that day. Students who check out of school must be in attendance until 11:30 a.m. in order to participate in any extracurricular/interscholastic events. Students will not be eligible to exempt an exam if they have more than five unexcused absences in a class; three unexcused tardies to school is equivalent to one unexcused absence.

Recognizing that it is sometimes necessary for students to be absent, the following absences shall be considered "excused" absences:

1. Illness of student
2. Medical appointments which cannot be made after school
3. Funerals of immediate family members
4. School-sponsored activities
5. Absences with prior approval of the principal
6. Pre-approved college visits

Upon the PK – 5<sup>th</sup> grade student's return to school, the parent or guardian is required to send a written note for the student to give to their teacher.

Upon the 6<sup>th</sup> – 12<sup>th</sup> grade student's return to school, the parent or guardian is required to send a written note for the student to present to the attendance secretary. Written notes will not be accepted after the second day that the student returns and the absences will be counted as unexcused. Attendance is taken during each class period. High school students missing a portion of the school day will be marked absent for the number of periods missed.

Regular attendance is required to participate in school activities such as field trips, athletic events, music programs, etc.

### **Morning Arrival to School**

Punctuality is crucial and expected. Multiple unexcused tardies will result in an administrative conference and disciplinary measures. Students, who are not in their classrooms by 8:00 a.m., will be considered tardy. If a student is tardy to school, he/she must check in with the attendance secretary. The student needs to bring a written note from his or her parent at the day/time of tardy. No tardy notes will be accepted at a later date. Recording of all tardies is handled by the Attendance Secretary, and notes are filed to ensure accuracy.

The following tardy policy is in place for both excused and unexcused tardies to school each semester:

- 5 tardies will result in an email from the attendance secretary.
- 8 tardies will result in a phone call from the administration.
- 10 tardies will result in a student-parent conference.

### **Academy and High School Tardy Policy**

Tardies that take place after the school day begins will be handled by the individual teachers. Teacher policies will be enforced, and in the case of excessive tardies the teacher will refer the student to the appropriate administrator.

### **Check In/Check Out**

The adult who checks a student in or out must sign on at the Ident-A-Kid station, stating the reason for the tardy or check-out. Adults (other than the parent/legal guardian) who check a student out must be listed on the student's current release form and must show valid, current picture identification.

In order to avoid constant interruptions during the last instructional period of the day, students, who need to check out in the afternoon, should check out at least 30 minutes prior to dismissal of school.

Students are only allowed to check out for lunch under the following circumstances:

- Senior off-campus lunch days approved in advance by the administration
- A student's parent(s) comes to the school and checks them out to take them personally.

### **Pre-Approved Absences**

All pre-approved absences are recorded as excused absences. If the student leaves town without getting a pre-approved absence form completed and on file, it is counted as an unexcused absence. Juniors and seniors may take up to three preapproved absences for college visits, which will not be counted as unexcused absences in terms of exemptions from exams. Please complete the pre-approved absence form (on the school's website) and return it at least five days in advance of absence.

### **Perfect Attendance**

Due to the tremendous number of variables involved in maintaining perfect attendance, certificates for perfect attendance are not awarded, but perfect attendance will continue to be recorded on Report Cards.

### **Make-Up Work**

The teacher will utilize the recovery procedures outlined in the teacher's syllabus. All students are expected to submit make-up/missed assignments by using the following formula: Days absent plus one day. Example: If a student is absent four days, he/she will have 4 days plus 1 day (5 days) to submit the work or any assessments missed due to the absence.

Suspended students and students who have unexcused absences are expected to check with the teacher and turn in all work the day they return. Late make-up work will be subject to the late penalty deduction.

### **Re-enrollment**

A pattern of low grades, poor work habits, poor conduct, excessive absenteeism or tardiness, or the parents' failure to meet financial obligations can jeopardize a student's continued enrollment. Entrance into the next grade will be based on the classroom performance of the student, observations and recommendations of the teacher, appropriate testing, and principal approval.



## **APPEARANCE AND CONDUCT POLICY**

### **Social Guidelines and Expectations**

Our goal is to maintain a secure, challenging, and nurturing school environment in which students develop a strong sense of integrity and respect for others. In order to promote this goal, students are expected to be honest, use appropriate language and have appropriate interactions with others.

Another equally important goal is to help students mature and learn a sense of self-responsibility. For this reason, students are held to a high standard of integrity and are expected to appropriately seek help and report problems when circumstances arise. Students are encouraged to seek help and report problems on their own without parental involvement as much as possible.

The standards of student conduct are designed to provide students with guidance to help them meet the goals and expectations of Strong Rock Christian School. The list of rules and policies should be read carefully. Violations will result in serious consequences, up to and including suspension or dismissal from school. Students may also be held responsible for any damage or harm that they cause to individuals and/or Strong Rock Christian School.

The policies and standards apply any time a student is enrolled in the school, including when a student is on campus, is participating in or attending a school-sponsored event on or off campus; is officially representing the school; is traveling on behalf of the school; and during school breaks, including summer break.

In addition, the school regards any behavior prejudicial to the best interests of the school, whether at school or elsewhere, as sufficient grounds for a disciplinary response.

Consistent application of disciplinary policies is sought, although each situation is judged on its merits, and every effort will be made to ensure that decisions are not arbitrary.

The policies and rules outlined in this Handbook should not be read as an all-inclusive description of the school's standards, which are based on honesty, respect, trust, and safety. Any behavior that constitutes a breach of these school values may be treated as a major school rule violation. Students are expected to comply with school standards and rules, and they are also encouraged to discuss with their fellow students, teachers or administration any issues or infractions of school standards and rules toward the purpose of caring for one another in a spirit of kindness and of what is best for each person in the school community.

## **Student/Adult Interaction and Communication**

Students and adults (teachers, administrators, staff members, parents, and visitors) are expected to interact with each other in a professional and respectful manner.

If a student or the student's parents become aware of any staff communications or actions toward one or more students that seems unusual, overly friendly, or otherwise inappropriate, such information should immediately be reported to the administrator of the division.

Some examples of behaviors that should not occur and which should be reported include school employees:

- Calling students at home for a non-school matter;
- Touching students or their clothing in non-professional ways or inappropriate places, or touching a student with aggression or in frustration;
- Making comments that are too personal (about a student's clothing, hair, personal habits, etc.)
- Sending e-mails, texts, or writing notes to students of a personal nature;
- Flirting or asking a student on a date;
- Visiting students to "hang out" in their hotel rooms when on field trips or sporting events or visiting the students at home when the students' parents are not present;
- Asking students to sit on a teacher's lap;
- Telling secrets or telling the student not to tell something that's a secret;
- Swearing, making inappropriate sexual, racial/or ethnic comments;
- Inviting students to visit the adult's personal social networking profile/account.
- Telling off-color or other inappropriate jokes; and
- Dating or engaging in consensual relationships with students.

Similarly, it is expected that parents will not take it upon themselves to address a situation with a student relating to a disagreement with the student or the student's parents. Loud, angry, or aggressive language or actions will not be tolerated. Any such interaction should be reported under this policy.

## **Investigations**

Students are expected to cooperate in investigations. Students are expected to be honest, but honesty is not necessarily a mitigating factor and students' own statements may be used against them. Failure to cooperate with an investigation may be cause for disciplinary action.

If a student refuses to participate or cooperate at any stage of an investigation, or is unable to do so for whatever reason, including without limitation, pending criminal charges, the school reserves the right to take action, including proceeding without a statement from the student, or to require the student to withdraw from school.

## **Strong Rock Christian School Code of Honor**

As Strong Rock Christian School Patriots, we value, honor, and respect our civil servants – police officers, fire fighters, EMT’s, as well as Veterans and those currently serving in all branches of the United States Armed Forces. As such, all Strong Rock faculty, staff, administration, students, and student athletes will follow the guidelines of the United States Flag Code, which establishes advisory rules for displaying and physically honoring the United States Flag, the Pledge of Allegiance, and the National Anthem. Personal conduct expectations are as follows:

### United States Flag Code

1. When the United States flag is displayed, or the Pledge of Allegiance is spoken, or the National Anthem is performed:
  - A. individuals in uniform should give the military salute at the first note of the anthem and maintain that position until the last note;
  - B. members of the Armed Forces and veterans who are present but not in uniform may render the military salute in the manner provided for individuals in uniform; and
  - C. all other persons present should face the flag and stand at attention with their right hand over the heart, and men not in uniform, if applicable, should remove their head covering with their right hand and hold it at the left shoulder, the hand being over the hearts.
2. When the flag is not displayed, all present should face toward the music and act in the same manner they would if the flag were displayed.

Failure to abide by this Code of Honor may result in disciplinary action, up to and including expulsion or termination.

## **Academy/High School Honor Code**

*“A Good Name Is To Be More Desired Than Great Riches.” Proverbs 22:1*

The Honor Code at Strong Rock Christian School rests squarely on Biblical principles. Moral uprightness must be diligently taught and nurtured in a Christian school committed to the Lordship of Jesus Christ. The Honor Code requires that students act honorably in all phases of student life. The Honor Code rests on the premise that lying, cheating, plagiarism and stealing constitute a breach of the spirit of honor and mutual trust and are not tolerable within the Strong Rock Christian School community.

The Honor Code at Strong Rock Christian School provides a valuable aid to student life, as it seeks to encourage students to develop as individuals by accepting responsibility for their own actions. As Scripture says, “Each one of us shall give an account of himself to God” (Romans 14:12). The Honor Code also provides tangible benefits. In a school dedicated to learning, it is an obvious

advantage for the students to know that their work will be accepted as their own and their word accepted as the truth. The Honor Code expects individuals to think beyond themselves and to realize that any infraction threatens the privileges of the rest of the student body and undermines the trust upon which the system is built.

### **Academy/High School Honor Code Violations**

Honor Code violations are lying, cheating, plagiarism, and stealing.

1. Lying is the intentional falsification or denial of fact, the intentional creation of a false impression, or the breaking of a pledge.
2. Cheating is the giving or receiving of unauthorized information in schoolwork. It is also the representation of another's work as one's own. This unauthorized help may include, but is not limited to, the following: copying another student's work and turning in the work of someone else as one's own.
3. Direct plagiarism is a form of cheating. It is defined as intentionally borrowing someone else's words, ideas or facts or passing them off as one's own. Failure to credit the source of those words, ideas or facts properly constitutes an act of plagiarism.
4. Stealing is the taking of anything without the permission of the owner.

### **Academy/High School Honor Responsibility to the Honor Code**

All students entering Strong Rock Christian School should realize that the Honor Code prescribes three major responsibilities.

1. An honor code assembly will be held at the beginning of each year to allow students to sign off on their commitment to follow Strong Rock's honor code policy.
2. The Honor Code requires that each student refuse to participate in lying, cheating, plagiarism or stealing.
3. The Honor Code urges each student to discourage one's fellow students from violating this Honor Code.
4. The Honor Code urges that each student should counsel with and/or report any other student(s) who is/are guilty of these offenses.

Every student should, when aware of an infraction of the Honor Code, report the infraction to a teacher, principal, or assistant principal.

All teachers are required to report offenders of the Honor Code to the principal or assistant principal in writing. They may request that action be taken, or for a first time offense, may report that action has been taken.

All students and teachers involved in Honor Code procedures are honor bound to maintain strictest confidentiality within both school and surrounding communities.

## **Strong Rock Christian School Discipline Philosophy**

The privilege of attending Strong Rock Christian School automatically implies that every student will strive to maintain the highest standards of personal conduct. Maintaining an orderly atmosphere is critical to the learning process. Teachers are expected to manage their classrooms with Christian love and firmness.

## **Strong Rock Christian School Discipline Procedures**

Corporal punishment will not be administered on Strong Rock Christian School property by either parents or school staff members. Routine discipline will be handled by the individual teacher in harmony with his or her own methods and abilities consistent with school policies. These could include, but are not limited to, reprimands, time out, cleaning a room, teacher detention, lunch detention, writing a behavior analysis, office referrals, and suspensions.

A student who continually disobeys school and/or classroom rules and has been administered teacher discipline will be sent to the office. Should his/her behavior not improve after being sent to the office, the student will be suspended from school for at least one day.

Disciplinary matters, or incidents in violation of school rules and regulations, will be handled initially at the most immediate level possible. Violations will subject the student to disciplinary consequences. The level of disciplinary response for any violation of school rules will depend on a variety of circumstances, including but not limited to:

- Whether any person was harmed;
- Whether there was property damage or other loss of property;
- The level of any class or school disruption caused by the student's behavior;
- The number, if any, of prior infractions of school rules and regulations;
- The inappropriate use of technology;
- Whether the student has been previously disciplined;
- Whether there were illegal substances (for example, drugs, alcohol, cigarettes, vapes, etc.);
- Whether the student had been earlier warned about the same or similar conduct;
- Whether there was a weapon or other dangerous item involved;
- Whether the conduct is of the kind also prohibited by criminal law; and/or
- Whether the student was honest and cooperative in connection with the investigation of the behavior.

All students may be expelled for serious first offenses; repeat infractions (even if not related); conduct resulting in harm, damage, or disruption to the educational environment; parent or family member causing disruption to the school or the school's educational mission; non-payment of tuition or fees; not meeting

academic requirements; or not meeting attendance requirements. Any matter taken under consideration by the Administration directly or considered serious by Administration may be grounds for expulsion.

Students must follow the directives of their teacher at all times. Attempting to run away from or refusing to go with the teacher is a serious offense and will be dealt with as such.

Strong Rock Christian School has a strict policy against rough play, scuffling, wrestling, or inappropriate touching.

Students who are serving out-of-school suspension lose the privilege of being in school for the day, as well as extracurricular activities.

A student's conduct grade may be lowered accordingly upon his/her being assigned detention(s) and/or suspension(s).

Once a student is suspended for behavior, he/she will be placed on behavioral probation. Behavioral probation will last for a minimum of four weeks from the date of suspension. During behavioral probation, should the student behave in a way that warrants further disciplinary action, his/her status will be reviewed by the administration.

When a student is found to be insubordinate to the policies and/or personnel of Strong Rock Christian School and is out of harmony with the mission of the ministry and cause of Christ, administration will meet to consider the possibility of the student being withdrawn or expelled immediately. The parent/legal guardian will be asked to have a conference with the principal, and the student may be expelled.

Student discipline applies to all Strong Rock Christian School events that are held on or off campus.

In addition, the school may report to the appropriate governmental authorities any actions that appear to violate law.

### **3-Year and 4-Year Pre-Kindergarten & Kindergarten Discipline**

Teachers will use a variety of methods to encourage obedience and orderliness in the pre-kindergarten and kindergarten classrooms. If students do not comply, they may forfeit some free time or lose a privilege. If there is a recurring problem with obedience, the following steps will be taken:

- The teacher will make a phone call and/or have a conference with the parents.
- A conference will be set up with parents, teacher, and principal.
- Parents will be called to the school.
- Child will be sent home for the remainder of the day and/or suspended for the next day.

Students demonstrating severe or repeated inappropriate behaviors, as determined by the sole discretion of the Strong Rock Christian School, may be dismissed.

Behaviors of a serious nature include, but are not limited to the following:

- Biting
- Kicking, hitting, or aggressive pushing with intent to hurt someone (child or teacher)
- Total disrespect for the teacher—refusal to obey, very defiant, temper tantrums
- Leaving the authority of a teacher—includes refusal to leave an area or running away from the teacher

### **Elementary Discipline**

If an elementary student continually disobeys school and/or classroom rules, the teacher will call the parents and hold a teacher/student conference to determine a plan for improved behavior. If the undesired behavior continues, the teacher will call the parents to set up a conference. Goals and strategies for improved behavior will be set.

A student's conduct grade may be lowered accordingly if undesired behaviors occur.

**Students demonstrating severe or repeated inappropriate behaviors, as determined at the sole discretion of the Strong Rock Christian School, may be expelled.**

### **Academy and High School Discipline**

Student discipline referrals are reported to the assistant principal or principal for offenses, including classroom disturbances, not being prepared for class, disobedience, display of a poor or disrespectful attitude, disturbance of other classrooms in the halls, horseplay, excessive tardiness between classes or tardies to school. A student will be required to sign each office referral indicating his/her knowledge that a consequence has been given.

Strong Rock provides a safe environment for both student learning and development. In order to achieve that environment, Strong Rock provides a series of consequences that are fair and consistent to meet the multiple infractions that may occur. However, as set forth herein, the school may deviate from this progressive discipline policy when, at its sole discretion, it determines that a student's conduct merits another level of discipline.

#### Level 1- Teacher Redirection

- Teacher/student conference; Parent phone call
- Teacher/Parent/Student conference
- Discipline referral to Administration

#### Level 2- Administrative Detention

- Assign detention/ parent contact

#### Level 3- In-School Suspension (ISS) Assigned by Administrator/Parent Contact

- For the period
- For the day

#### Level 4- Saturday School /Parent Contact

- Cost: \$25.00 to SRCS
- Dressed in school uniform
- 8:00-11:00

#### Level 5- OSS

- Admin / Parent /Student conference on the day of suspension
- Admin Student Conference on the return date from suspension.
- Student place on Behavioral Probation (no exceptions)

#### Level 6 Expulsion/Withdrawal (Due process)

- Leadership meeting to formulate decision
- Notify Parent of Decision

Note - a student's actions warrant the level of discipline. The administration has the right to provide the proper consequence to the disciplinary infraction caused by the student. The disciplinary consequences at school are fair and consistent; multiple consequences may be administered for an infraction that deserves a higher level of punishment.

If there is a serious problem, such as (but not limited to) swearing, fighting, cheating, forgery, direct disobedience, biting, bullying, racial disrespect, stealing, abusive language or disrespect for authority, the student will be sent to the office, and actions such as the following may be taken, at the sole discretion of the school: Saturday School, out-of-school suspension, or dismissal from school. If a student receives out-of-school suspension or dismissal from school, parents are expected to pick up these students within one hour. Students may be suspended for additional days if the situation warrants. Strong Rock Christian School reserves the right to expel a student, who chooses to rebel against the values and direction of the school, as determined at the sole discretion of the school.

### **Reporting of Infractions to Colleges/Universities and Schools**

Students and parents are responsible for understanding the obligation to update information in a student's college application pursuant to the college's or university's reporting guidelines. Many colleges and universities require that students immediately report the following incidents which may have occurred after application and/or acceptance: (1) disciplinary matters for which a



consequence has been given; (2) arrests, convictions, or other legal changes; and (3) circumstances under which a student was withdrawn from school to avoid the possibility of a disciplinary infraction. The student and/or parent are responsible for complying with the college/university requirements and must also provide the school with a copy of the letter or other information disclosed. It is important for the student and parent to realize that Strong Rock Christian School staff will also inform the college or university of such an incident.

### **Discredit to Strong Rock Christian School**

Because of the importance of partnership, harmony and open communication between the home and the school, parents/legal guardians are expected to bring concerns, problems, or areas of confusion or misunderstanding to the attention of Strong Rock Christian School personnel immediately and privately.

- All questions, concerns, problems, or complaints should be brought directly to the teacher, coach, or director first before anyone else is involved.
- If the situation is not cleared up at this level through direct contact with the teacher, coach, or director, it should then be brought to the principal.

Strong Rock Christian School reserves the right to discipline or dismiss students who are involved on or off campus in an activity that reflects in a negative way on the school. This includes, but is not limited to, the posting of any type of inappropriate material on the internet or social media that can bring discredit to the school. Such internet or social media postings will not be tolerated and will be addressed immediately.

In the event that concerns are not addressed immediately and voluntarily by the student and/or parents, Strong Rock Christian School may dismiss the student.

Strong Rock Christian School reserves the right to refuse admission or re-admission to a student, who has been expelled from Strong Rock Christian School or from any other school.

All parents/legal guardians of Pre-kindergarten through 12th grade students must be in partnership and harmony with the aims and purposes of Strong Rock Christian School. The school may dismiss a well-behaved student if the parents/legal guardians of that student become excessively disruptive, slanderous, abusive, disorderly, uncooperative, or post anything on the internet or social media that brings discredit to Strong Rock Christian School.

### **Language**

Students and parents are prohibited from using profane, obscene, bigoted, or other type of offensive language or gestures on campus or at school-sponsored events.

## **Sexual Morality**

Strong Rock Christian School will not consider married students for admission. Unmarried students with children and/or previous pregnancies will not be admitted.

## **Public Display of Affection**

Public display of affection (i.e. holding hands, hugging, sitting on laps, etc.) or personal contact of any kind shall be considered in poor taste on campus and at all school-sponsored functions and is not permitted; disciplinary action will be taken in the event of public display of affection.

## **Prohibited Items, Searches & Seizures**

Other than the necessary school “tools” needed for classroom use, students should bring nothing to school or to school functions that will cause a distraction or a disturbance. No toys are allowed unless the teacher requests that students bring an item for show-and-tell or for a special project.

Strong Rock reserves the right to search any person, personal article, locker, vehicle or other items brought onto Strong Rock’s property. Refusal by a student to consent to a search will be grounds for expulsion.

Items that are prohibited at school or school functions include, but are not limited to, the following:

- Alcoholic beverages
- Tobacco products
- Vaping products
- Juul products
- Guns
- Matches
- Cigarette lighters and other types of lighters
- Explosives
- Knives
- Weapons of any kinds (see the paragraph on weapons in the Family Handbook on page 83)
- Bullets
- Chains
- Drugs and other medication (unless the proper forms are on file with the school)
- Recording Devices
- Inappropriate literature
- Laser pens
- Pepper spray
- Occult-related items
- Any items of extreme value
- Live animals

Prohibited items confiscated by the staff at Strong Rock Christian School will not be returned to the student. Parents/legal guardians must collect the item(s) personally.

The possession, use or distribution of illegal drugs, controlled substances or alcohol and/or misuse of over-the-counter drugs, is prohibited. Students connected to, in the presence of, or associated with any drug-related persons or events may be required to submit to drug testing and are subject to dismissal. Strong Rock Christian School is considered a drug/alcohol-free zone and therefore practices a zero tolerance policy as it relates to the possession, use and/or distribution of illegal drugs or controlled substances on its campus and at school events. Minimum Suspension: Five (5) Days Out of School with possible expulsion.

### **SRCS STUDENT DRUG USE/SUBSTANCE ABUSE POLICY**

This policy establishes Strong Rock Christian School's ("Strong Rock") position on the use or abuse of alcohol, drugs or other controlled substances by its students. It is a part of Strong Rock's commitment to safeguard the health of its students, and to provide a safe place for its students to learn and grow. Because substance abuse, either while at school or away from school, can seriously endanger the health and safety of students and render it impossible to create a conducive environment for learning, Strong Rock has established this Drug-Free School Program to detect users and remove abusers of alcohol, drugs or other controlled substances. Strong Rock is committed to preventing the use and/or presence of these substances in its school or on its property and to encouraging its students to say "no" to drugs and alcohol.

The elements of this policy are as follows:

- (1) Anti-drug Policy. Strong Rock prohibits the unlawful manufacture, distribution, dispensation, presence, or use of alcohol, drugs, or other controlled substances on school property or during any school sponsored activities. Students violating this prohibition will be referred to rehabilitation, and/or disciplined up to and including expulsion.
- (2) Notice. Notice of this policy will be posted in appropriate and conspicuous locations on Strong Rock's premises, and copies of the policy will be available for inspection by students or their parents during regular business hours in the administrative offices. This policy will also be published in Strong Rock's Family Handbook and will be included as part of the enrollment contract signed by parents/legal guardians.
- (3) Acknowledgment/Copy to Students. All parents and students will acknowledge notice and consent of this substance abuse policy by signing the *Student/Parent Acknowledgment Form*. Each student, upon his/her 18<sup>th</sup> birthday, or the soonest school day thereafter, shall

sign a *Student Acknowledgement Form* granting free consent for Strong Rock to notify his/her parents in the event of a failed drug and/or alcohol test.

- (4) Application of Policy. This policy applies to all 9-12 grade students of Strong Rock Christian School.
- (5) Policy Implementation Dates. The Mandatory drug and alcohol testing provisions of this policy became effective beginning on the first day of classes for the 2015-2016 school year and each school year thereafter. Parents or legal guardians of all students currently enrolled are required, as a condition of enrollment of their son or daughter at Strong Rock Christian School, to acknowledge and consent to Strong Rock's Student Substance Abuse Policy, including the drug and alcohol testing procedures.
- (6) Mandatory Drug Testing. Strong Rock will utilize drug and/or alcohol testing to help administer this policy beginning on the first day of classes for the 2015-2016 school year and each school year thereafter. Strong Rock reserves the right to drug and/or alcohol test students at any time for any reason. Any refusal to take a drug and/or alcohol test will result in referral to rehabilitation and/or disciplinary action up to and including expulsion, depending on the circumstances. All parents or legal guardians of students and students will be required to sign the *Chemical Screening Consent and Release Form* prior to any drug and/or alcohol test as a condition of enrollment at Strong Rock and as part of the enrollment contract with Strong Rock. Such consent is deemed valid for the entire school year. Each student, upon his/her 18<sup>th</sup> birthday, or the soonest school day thereafter, shall sign a *Student Chemical Consent & Release (over the age of majority) Form* granting free consent for Strong Rock to notify his/her parents/guardians in the event of a failed drug and/or alcohol test. In general, the following types of testing will be used:
  - a. Random Testing. All students in grades 9 through 12 will be subject to random testing throughout the school year.
  - b. Reasonable Suspicion Testing. Students will be tested when reasonable suspicion exists such that their behavior or performance indicates possible alcohol or other drug use, in violation of this policy. Faculty or school administrators who need to utilize reasonable suspicion testing will fill out the *Substance Abuse Investigation Form*. All requests for Reasonable Suspicion Testing must be approved by the Principal. Articulate facts and reasonable inferences prompting reasonable suspicion drug and/or alcohol testing may include, but not be limited to:

1. Observable phenomena while at school or away from school such as direct observation of substance abuse or the physical symptoms or manifestations of being impaired due to substance abuse;
  2. Abnormal conduct or erratic behavior while at school or a significant deterioration in school work performance;
  3. A report of substance abuse provided by a reliable and credible source;
  4. Evidence that an individual has tampered with any substance abuse test;
  5. Information that a student has caused or contributed to an accident while at school;
  6. Evidence that a student has used, possessed, sold, solicited, or transferred drugs while on or off school premises;
  7. Excessive absenteeism including tardiness;
  8. Student admissions regarding drug and/or alcohol use;
  9. Repeated failure to follow instructions or school policies and procedures;
  10. Violation of Strong Rock policies including, but not limited to fighting or physical altercations;
  11. Odor of alcohol and/or residual odor peculiar to some chemicals, alcohol, or other drugs;
  12. Arrest or conviction for violation of a criminal drug statute or an alcohol abuse statute; or
  13. Possession of drug paraphernalia.
- c. Post Accident Testing. Students will be tested following serious accidents, which cause injuries requiring medical attention. Students will not be tested under this provision following accidents which only cause minor injuries, requiring only minor first aid treatment. Strong Rock faculty or administrators will use the *Post Accident Investigation Form* to document such testing.
- d. Post Rehabilitation Testing. Students will be tested when returning from rehabilitation, which was the result of a positive test and the involuntary referral of the student to rehabilitation. Follow-up testing shall be conducted at least three times a year for a two-year period after completion of the rehabilitation program and without advance notice to the student.
- (7) Cost of Drug Testing. Strong Rock will pay the cost of all voluntary and mandatory drug and/or alcohol tests, initial and confirmation. A student and/or his/her parents shall pay the cost of any additional tests not subject to Strong Rock's voluntary or mandatory programs.

- (8) Positive Drug Test.
- a. Medical Review Officer (MRO) - All positive drug test results will be reviewed by the Medical Review Officer (MRO). The MRO may contact the student and his/her parents in order to investigate the reasons behind a positive drug test. Failure to cooperate with the MRO may result in immediate expulsion. If the MRO is unable to contact the student and his/her parents, the MRO will communicate that fact to Strong Rock's Principal. Once the MRO has finalized the investigation he/she will communicate the results to Strong Rock's Principal.
  - b. Confirmation/Notification/Retesting - All positive drug tests will be confirmed using gas chromatography/mass spectrometry (GC/MS) or an equivalent method. Within five (5) school days after receipt of a positive confirmed test result from the laboratory, a student and his/her parents will receive written notification of such positive confirmed test result (*Notification Form*), the consequences of such results, and the options available, whereupon the student and his/her parents will have five (5) school days to contest or explain the positive test result. If the student's or parent's explanation or challenge is unsatisfactory to the MRO, the MRO shall report a positive test result back to the Principal.
  - c. Students - If a student tests positive (confirmed drug test), his or her parents shall be notified, and he or she will be referred to evaluation, assessment and/or rehabilitation at his/her or his/her parent's own expense. Students must enter and successfully complete an approved substance abuse rehabilitation program at their own expense to remain enrolled at Strong Rock. Strong Rock will maintain a Resource File which contains information on rehabilitation resources in the administrative offices. Refusal to agree to be referred to rehabilitation will result in immediate expulsion. If a student tests positive a second time, he/she will be expelled from Strong Rock.
- (9) Drug Testing Procedures. Strong Rock will utilize urinalysis and/or breathalyzers for its drug and/or alcohol testing procedures as appropriate, in conformity with the law. All parents or legal guardians and their students, and/or students over the age of majority will be required to sign the *Chemical Screening Consent and Release Form* at the time the enrollment contract is signed for each school year, and such consent is deemed valid for the entire school year.
- (10) Drugs. Strong Rock will determine the controlled substances (including alcohol) for which testing will be performed.

- (11) Drug & Alcohol Arrests/Convictions. Any student who is involved with, arrested or convicted, including a plea of nolo contendere or other pleas with respect to any alcohol or drug incident must report the details of the incident(s) immediately and in no case later than five (5) days to the Principal. Any such incidents that are not reported by the student or his or her parents or legal guardians will be treated as a serious violation of this policy and subject the student to possible expulsion. If a student is arrested or convicted of Driving Under the Influence (DUI), the matter will be handled in accordance with the Family Handbook.
- (12) Resource File/Student Assistance. Strong Rock will maintain a Resource File in the administrative offices containing information on substance abuse assistance programs and rehabilitation resources, where students and their parents may obtain information and/or counseling or treatment for rehabilitation from substance abuse, at the student's own expense. Strong Rock will also post a listing of providers of substance abuse assistance on school bulletin boards.
- (13) Disciplinary Action. Strong Rock reserves the right to use disciplinary action up to and including expulsion for any violation of this policy, any positive drug test, refusal to take a test, or any refusal by a student to cooperate with any aspect of this policy.
- (14) Confidentiality. All information, test results, or other materials received by Strong Rock in the operation of this substance abuse program are confidential communications, which will only be utilized on a need-to-know basis. These confidential communications and information will not be released unless required by law or with parental consent.
- (15) Designated Substance Abuse Program Official. The Strong Rock High School Principal is the designated Substance Abuse Program Official. All communications and the coordination of the program will be conducted through the Principal and/or his designee.
- (16) Searches. Strong Rock reserves the right to search any person, personal article, locker, vehicle or other items brought onto Strong Rock's property. Refusal by a student to consent to a search will be grounds for expulsion.
- (17) Policy Changes. Strong Rock reserves the right to change, alter, or amend this policy at any time at its discretion.
- (18) Definitions. When used in this policy, the term:
- a. "Age of Majority" means the legally defined age at which a person is considered

- an adult as defined by the state of Georgia.
- b. "Alcohol" means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, from whatever source or by whatever process produced.
  - c. "Drug" means amphetamines, cannabinoids, cocaine, phencyclidine (PCP), methadone, methaqualene, opiates, barbiturates, benzodiazepines, propoxyphene, ecstasy or a metabolite of any such substances. Strong Rock may test a student for any or all of these.
  - d. "Student" means any person enrolled at Strong Rock Christian School.
  - e. "Nonprescription medication" means a drug or medication authorized pursuant to federal or state law for general distribution and use without a prescription in the treatment of human disease, ailments, or injuries.
  - f. "Prescription medication" means a drug or medication lawfully prescribed by a physician for an individual and taken in accordance with such prescription.
  - g. "Reasonable suspicion testing" means substance abuse testing based on a belief that a student is using or has used drugs or alcohol in violation of this policy drawn from specific objective and articulable facts and reasonable inferences drawn from those facts in light of experience.
  - h. "Substance" means drugs or alcohol.
  - i. "Substance abuse test" or "test" means any chemical, biological, or physical instrumental analysis administered for the purpose of determining the presence or absence of a drug or its metabolites or of alcohol.

## **SRCS STUDENT SUBSTANCE ABUSE TESTING POLICY**

### Philosophy:

Strong Rock Christian School is committed to fostering a drug free environment for students. Due to the prevalence of drugs in society, Strong Rock partners with parents to educate students about the negative consequences of drug use, and to offer students tools to say no to the use of these harmful chemicals. Strong Rock is guided by research which shows that the longer a person delays experimentation with drugs, the less likely he/she is to develop an addiction to them. In this spirit, then, along with education of parents and students, Strong Rock uses mandatory, but random, drug testing of all academy/high school students. While no school has the ability to monitor the behavior of all of its students at all times, Strong Rock has adopted this policy of drug testing in hopes of providing a meaningful drug prevention effort that encourages all its students to make positive, healthy choices.



### Drug Avoidance Education:

1. As a condition of enrollment and continued attendance at Strong Rock, all high school students and their parents must agree to participate in the formal drug and alcohol awareness programs offered by the school.

2. Academy programs will include:

*For Students:* A drug and alcohol awareness program, integrated into the science curriculum, will be taught in seventh grade. Students will be instructed on the dangers of drug and alcohol use.

3. High School programs will include:

*For Students:* Strong Rock has long offered opportunities for high school students to learn the dangers of drug and alcohol use through the Alcohol Drug Awareness Program (ADAP).

### Drug Testing Protocol:

1. As a condition of enrollment and continued attendance at Strong Rock, all high school students and parents/legal guardians must agree (i) to comply with the drug testing rules and procedures in effect at Strong Rock Christian School, and (ii) to sign related consent and authorization forms.

2. Strong Rock reserves the right to amend, or deviate from, the specific testing protocols set forth herein at any time when, in the judgment of the administration, doing so will further the important objective of creating a drug-free community of students at Strong Rock Christian School. Strong Rock Christian School, in consultation with its outside consultants, will determine the controlled substances for which testing will be performed.

3. Drug testing will be supervised and conducted by an outside firm, Spec Group, Inc., with demonstrated expertise in the field, and will be used to determine illegal drug use. All results of tests conducted by the firm will be (i) treated confidentially by Strong Rock, and (ii) disclosed only to the student, his/her parents/guardians, and those Strong Rock personnel with a "need to know" (such as the principal, assistant principal, school nurse, and grade-level counselor).

4. Before any drug test is administered, each student to be tested will be asked privately if the test results are likely to be positive because he or she has engaged in any illegal use of drugs. The student shall answer the question truthfully.

5. High school students will be subject to random drug testing during the academic year:

- a. Every student in grades 9 through 12 is subject to testing.
- b. Random tests will occur during a school day and will be scheduled with the intent of causing minimum interference with class time. The specific

- dates and times for the drug tests will be selected by Strong Rock in coordination with its outside consultants and will not be announced in advance.
- c. The outside consulting firm, Spec Group Inc., will employ a “blind selection” methodology to select a pool of academy/high school students to be tested on a given test date.
  - d. While Strong Rock reserves the right to use other methods of
  - e. testing, urinalysis will be the primary method used for the testing conducted under this policy. Appropriate steps will be taken to ensure privacy to students (i.e., students will be alone in a private bathroom) while they are providing urine samples.
6. The logistics and protocols for drug testing will be determined by the administration in conjunction with Spec Group, Inc. to conduct the collections and provide oversight with laboratory tests, with the goal of ensuring accuracy, security, and confidentiality of all test results. Spec Group, Inc. will exercise due care to ensure that samples are collected, transported, and analyzed in a professional and reliable manner.
7. Notification procedures:
- a. Strong Rock will play no role in the analysis or interpretation of test results. That function will be conducted exclusively by the testing laboratory and a Medical Review Officer under the oversight of Spec Group, Inc.
  - b. An independent Medical Review Officer (MRO) selected to work with Spec Group, Inc. will make an initial determination of the results.
  - c. “Negative” results are those that show no evidence that the student has used drugs illegally. Notice of a negative test result will be communicated to the parents/guardians via email.
  - d. If the MRO determines that the test produced a non-negative result, the MRO will contact the parents/guardians of the student directly to give notice and an opportunity for discussion. In some circumstances, there can be a valid explanation for a non-negative result (for example, taking prescribed doses of certain medications might lead to such a result). During his or her communications with the student’s parents, the MRO will (i) ask any pertinent questions about medications taken by the student, and (ii) give the family an opportunity to provide evidence of prescribed medications and dosages and any other medically relevant information. After this communication with the family, the MRO will make a final determination of whether the student has tested “Positive” for illegal drug use.
  - e. The MRO will communicate a positive test result to the parents/guardians. If requested, Spec Group, Inc. will provide information about the possibility of a re-test or “appeal” (which will involve a second analysis of the same sample). Any retests will be performed at the family’s expense. Once confirmation of a sample is given, an appeal must be requested within five business days of notification from the school.

- f. Once the MRO has made a final determination that a student has tested positive for illegal drug use, the MRO will contact the High School Principal to give notice of this final test result.
- g. Upon receipt of a positive test result, the High School Principal will contact the student's parents/guardians and schedule a conference to discuss a plan of care. The meeting must be attended by the (i) parents/guardians, (ii) the student, (iii) the high school principal and/or assistant principal. Issues to be discussed include an explanation of the test results, Strong Rock's policy regarding positive tests, a review of the student's academic performance, and other issues of concern to the family and/or the school.
- h. Counselors will retain a list of current outside resources, including mental health and substance abuse professionals, which will be made available to the student's family.

8. All high school students will be subject to drug testing on the basis of reasonable suspicion.

- a. For purposes of this policy, "reasonable suspicion" exists when a Strong Rock administrator who has received training on drug and alcohol use determines that there is an objective basis to believe that a student has been using drugs illegally.
- b. When reasonable suspicion exists, Strong Rock will notify the student of his or her need to participate in drug testing under the applicable policies and procedures set forth above.

9. Consequences for refusing to participate in drug testing:

Any refusal to provide a sample upon request will be treated as an admission of drug use by the student. A first refusal will be treated as a

**POSITIVE –**

**FIRST OFFENSE – DENIAL OF DRUG USE AT TIME OF TEST. A second refusal will be treated as a POSITIVE – SECOND OFFENSE.**

10. Consequences for Positive Test Results:

***POSITIVE – FIRST OFFENSE – ADMISSION OF DRUG USE AT TIME OF TEST***

- a. The student must have a medical release from a physician, in a form provided by Strong Rock, before returning to school.
- b. The student must have a substance abuse assessment by a qualified professional at the parents'/guardians' expense. A letter verifying the assessment, including recommendations for the student, must be received by the High School Principal within 30 days.
- c. The student must successfully complete the counseling/ rehabilitation recommendations made by the qualified substance abuse professional.
- d. The student will be randomly tested, at his or her parents'/guardians' expense, every semester throughout the remainder of his/her career at Strong Rock. These random tests will occur a minimum of three times per school year, or as designated by Strong Rock in consultation with Spec Group, Inc.

*POSITIVE – FIRST OFFENSE – DENIAL OF DRUG USE AT TIME OF TEST*

- a. The student must have a medical release from a physician, in a form provided by Strong Rock, before returning to school.
- b. The student must have a substance abuse assessment by a qualified professional at the parents'/guardians' expense. A letter verifying the assessment, including recommendations for the student, must be received by the administration within 30 days.
- c. The student must successfully complete the counseling/rehabilitation recommendations made by the qualified substance abuse professional.
- d. The student will be randomly tested, at his or her parents'/guardians' expense, every semester throughout the remainder of his/her career at Strong Rock. These random tests will occur a minimum of three times per school year, or as designated by Strong Rock in consultation with Spec Group, Inc.
- e. The student will receive 15 additional hours of community service.

*POSITIVE – SECOND OFFENSE*

- a. If a student tests positive a second time during his or her enrollment at Strong Rock, the student and his or her parents/guardians will be given an opportunity to withdraw the student from Strong Rock immediately.
- b. If the student is not withdrawn voluntarily, he or she shall be dismissed from Strong Rock.

11. This Student Substance Abuse Testing Policy is intended to discourage drug use by students at all times – not only when they are on Strong Rock's campus. Strong Rock has separate disciplinary rules that prohibit students from possessing drugs while they are on campus or at official school functions or trips. Nothing in this Student Substance Abuse Testing Policy has the effect of amending or nullifying those important disciplinary rules. Accordingly, any students found to possess drugs on Strong Rock's campus or at any official Strong Rock functions or trips will be referred to the administration.

**STRONG ROCK CHRISTIAN SCHOOL**  
**PARENT/STUDENT SUBSTANCE ABUSE POLICY**  
**CHEMICAL SCREENING CONSENT AND RELEASE FORM**

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Telephone No.

I/We the undersigned parent(s) or legal guardian(s) of \_\_\_\_\_ hereby acknowledge that I/we have been informed of Strong Rock Christian School's ("Strong Rock") Substance Abuse Policy and agree on behalf of our child to be bound by this policy for purposes of his/her enrollment and/or continued attendance at Strong Rock Christian School for the school year 2023-2024. I/we also hereby state that: to the best of our knowledge, our child is not a user of controlled substances that he/she does not have a prescription for, nor is a user of any illegal substances.

I/we, as the parent(s) or legal guardian(s) of the minor child, understand and consent freely and voluntarily to Strong Rock's request for a urine or other specimen or sample from our minor child, if and when such request is made. I/we further state that consent given herein is valid for the entire school year 2023-2024, and that further notice or consent is waived

I/we hereby release and hold harmless Strong Rock Christian School, the medical review officer or other medical professionals, the laboratory, their employees, agents and contractors from any liability arising from this request to furnish this or any specimen or sample, the testing of the specimen or sample, and any decisions made concerning our child's continued attendance at Strong Rock Christian School, based upon the results of the tests. I/we, as parent(s) or legal guardian(s) and on behalf of our minor child, consent to allow the laboratory, hospital, medical review officer or other medical professional to perform appropriate chemical tests for the presence of alcohol, drugs or other controlled substances. I/we give permission to any laboratory, hospital, medical review officer or other medical professional to release the results of these tests to Strong Rock and release any such designated institution or person from any liability whatsoever arising from the release of this information.

\_\_\_\_\_  
Parent/Legal Guardian Signature Date

\_\_\_\_\_  
Parent/Legal Guardian Signature Date

\_\_\_\_\_  
Student Signature Date

**STRONG ROCK CHRISTIAN SCHOOL**  
**STUDENT SUBSTANCE ABUSE POLICY**  
**PARENT/STUDENT ACKNOWLEDGMENT FORM**

I/We the undersigned parent(s) or legal guardian(s) of \_\_\_\_\_  
hereby acknowledge that the Strong Rock Christian School's ("Strong Rock") Substance Abuse Policy has been reviewed and explained to me/us and that I/we have received a copy of Strong Rock's written policy statement.

We further acknowledge the following:

1. That I/we have been notified that the unlawful manufacture, distribution, dispensation, possession or use of alcohol, drugs, or other controlled substances is prohibited on Strong Rock's property or during any school sponsored activity and that violation of these prohibitions will subject my/our child to rehabilitation referral and/or discipline up to and including expulsion.
  
2. I/we understand that as a condition of continued enrollment, my/our child will abide by Strong Rock's Substance Abuse Policy, including the provision for random testing of all students. It is agreed and understood that if my/our child fails the drug and/or alcohol test by testing positive, he/she will be referred to counseling/rehabilitation or a substance abuse assistance program at my/our own expense, and/or disciplined in accordance with Strong Rock's policy up to and including expulsion. Any refusal to be referred to counseling/rehabilitation will result in immediate expulsion. I/we further acknowledge and agree that if my/our child fails a second or follow-up drug and/or alcohol test, that he/she will be subject to grounds for immediate expulsion. Also, it is agreed that if my/our child is convicted of a violation of a criminal drug statute, I/we will notify Strong Rock within five (5) days of conviction.
  
3. That I/we acknowledge and consent freely and voluntarily to Strong Rock's right to conduct unannounced searches for illegal drugs and alcohol on Strong Rock's property, in all facilities and vehicles on school property. It is understood that Strong Rock has the right to inspect: lockers, desks, work areas, vehicles, and other containers and objects on Strong Rock's property that might conceal illegal drugs or alcohol. I/We further acknowledge and consent freely and voluntarily to reasonable searches of my/our child's person and his/her personal property. It is understood that failure to cooperate fully with Strong Rock in this regard will result in disciplinary action up to and including possible expulsion.

I/We the undersigned parent(s) or legal guardian(s) understand and agree to the above terms and conditions of attendance at Strong Rock Christian School.

Student Name _____	_____	_____
(Please Print)	Student Signature	Date
_____	_____	_____
Parent/Legal Guardian Signature	Date	
_____	_____	
Parent/Legal Guardian Signature	Date	

## **Weapons**

Effective 2010, Georgia law makes it unlawful for any person to carry to or to possess or have under such person's control while within a school safety zone, at a school function, or on a bus or other transportation furnished by a school any weapon or explosive compound. Any license holder who violates this subsection shall be guilty of a misdemeanor. Any person who is not a license holder who violates this subsection shall be guilty of a felony and, upon conviction thereof, be punished by a fine of not more than \$10,000.00, by imprisonment for not less than two nor more than ten years, or both.

According to Georgia law, "weapon" means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind, and any stun gun or taser as defined in subsection (a) of Code Section 16-11-106. This paragraph excludes any of these instruments used for classroom work authorized by the teacher.

Bringing these items to school may result in suspension with the possibility of being expelled from school.

Members of the Clay Target Team are exempt while actively participating on the Clay Target Team, but must follow protocols established by the Strong Rock Christian School Athletic Department.

## **Search Policy**

Students understand and agree that SRCS shall have the right to monitor or examine any electronic device at the school or any SRCS activity. Additionally, SRCS may monitor or examine any postings on the Internet or other electronic medium, which includes but is not limited to, text messages and postings on personal websites, social networking sites, for example FaceBook, Snap Chat, Instagram, or other private or public domains. Such monitoring includes, but is not limited to, all verbiage, pictures, depictions, graphics and videos.

Students understand and agree that they are responsible for and may be subject to disciplinary action for inappropriate material sent, posted, made available, shown to others or possessed by the student themselves.

The parents authorize the school to inspect and conduct a search of any place or item on school campus or at a school-related event including, but not limited to, a student's vehicle, locker, cubby, book bag, backpack, computer, personal electronic devices, outer clothing, or belongings. Inspections and searches may

be conducted on a routine or random basis or as deemed necessary. Students must provide any passwords or other access required to inspect such places or items upon request by a school administrator. Inspection of electronic devices includes laptops, phones, cameras, and any other electronics, including the contents of same (texts, emails, photos, images, address books, etc. whether such message or information was sent over the school's system or any personal account such as Yahoo, AOL, Gmail, etc.). Further, the parents authorize the school to seize and permanently retain property disclosed by an inspection or search which is considered potentially harmful, dangerous, illegal, or inappropriate, or the possession of which is a violation of the school's rules, community standards, and/or local, state, or federal law.

### **Police K-9 on Campus**

Throughout the school year, the administration along with the School Resource Officer (SRO) may bring on the SRCS campus a Police K-9 for the detection of drugs. The main purpose of the searches is to deter drugs on campus.

The administration and/or SRO will determine the priority search area. During the search the SRO and/or school administrator will be present. If the K-9 alerts on a car, locker, book bag, or any other object, the owner will be identified.

The searches are generally held, but not limited to, the high school parking lot and lockers. No dog will search a student. These are random, unannounced searches throughout the school year. If the K-9 alerts to a student's locker or vehicle, the parents/guardians will be contacted by an administrator.

Prior to searching the vehicle, a parent or guardian will be notified of the alert and intention of the school administration to search the vehicle. Once the driver of the vehicle is identified, the administrator will search the vehicle.

Keep in mind a school administrator does not need probable cause to conduct an administrative search, only reasonable suspicion. A K-9 alert does constitute probable cause for a search for either law enforcement or school administration purposes. In the event of an administrative search, no law enforcement personnel should be present during that search. If a suspected illegal substance is found, law enforcement personnel will be notified.

The attitudes and cooperation of the subject(s) will be considered in the final disposition of the case. Strong Rock understands that all who are involved in an individual case may or may not have the same level of fault.

By being enrolled as a student, the parents and student agree to give full cooperation in any investigation.



## **Harassment/Bullying**

The school is dedicated to fostering an environment that promotes kindness, acceptance, and embraces differences among individuals. Therefore, the school will not tolerate any type of harassment or bullying. Harassment includes, but is not limited to, slurs, jokes, comments, teasing, and other offensive conduct relating to race, religion, color, sex, national origin, citizenship, or disability. Harassment also includes unwanted, offensive sexual conduct. Bullying includes, but is not limited to, physical or verbal aggression (hitting, kicking, taunting, teasing, threatening, ridiculing, etc.), relational aggression (harming or threatening to harm relationships or acceptance, friendship, or group inclusion), emotional aggression (teasing, threatening, intimidating others).

Bullying or harassment can occur through any type of communications method, including face-to-face communications, phone, text, email, postings on social media (Facebook, Instagram, Snapchat GroupMe, etc.), camera phones, or other forms of technology. The communications can be direct or indirect, such as through friends or others. Any type of offensive conduct, whether on or off campus, on a school bus or other school vehicle or mode of transportation, or at a school-related event, can create an uncomfortable school environment.

All concerns relating to harassment or bullying should be reported immediately to a Strong Rock Christian School faculty or staff member. It is expected that anyone, whether student, faculty, staff or family member who witnesses, or has knowledge of an incident of bullying or harassment, will report the incident to administration immediately. When the school administration becomes aware of harassment or bullying, the situation will be promptly investigated. Any student found to have violated this policy will be subject to disciplinary action, including dismissal from school for serious violations. No adverse action will be taken against any person who makes a good faith report of harassment or bullying. Retaliation in any form against anyone for making a complaint under this policy or for participating in an investigation is strictly prohibited. Any retaliation should also be reported pursuant to this policy and is itself a cause for disciplinary action.

## **Immorality**

Students are expected to maintain moral purity as is outlined in God's Word. Unacceptable sexual behavior includes but is not limited to inappropriate contact and any issue associated with pornography, whether on or off campus. Discipline consequences may include dismissal/expulsion from school.

Reference: Colossians 3:5, I Corinthians 6:18, Matthew 5:27-28, Mark 7:20-23, Romans 1:26-27

## **Threats**

Strong Rock Christian School considers the safety and well-being of all students and staff to be of the utmost importance. Each student is expected to adopt an attitude of respect for each of his/her classmates and teachers. Actions or

statements of a threatening nature toward any person on campus will not be tolerated. Students who engage in such behavior (even in a manner they themselves perceive as “joking”) will be subject to disciplinary action up to and including permanent dismissal from school.

### **Gum**

Gum is not allowed for Pre-Kindergarten through 7<sup>th</sup> grades. A student caught chewing gum by the teacher will be administered an immediate consequence. Students in 8<sup>th</sup> through 12<sup>th</sup> grades are allowed to chew gum at the teachers’ discretion, but this privilege can be taken away at any time during the school year if abused.

### **Dress Code**

The uniform at Strong Rock Christian School is a symbol of excellence. The uniform is a symbol of unity. All students of Strong Rock Christian School wear the uniform, thus, emphasizing a community spirit. Attention to one’s personal appearance is a matter of self-discipline and is expected of all students. Uniforms reduce distractions, allowing students to focus on academics.

For the safety and security of the students, faculty, and staff, students must be in school uniform while on campus during school hours, and he/she must wear the school uniform properly and in its entirety. The Strong Rock Christian School administrators are the final judges of uniform, jewelry, and/or hair appropriateness or correctness. The decisions they make are final.

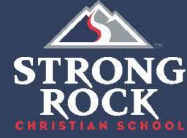
**J & R Uniforms will be our primary uniform provider, and parents should set up an account for purchases.** Uniform items purchased in the iRock Café may also be worn. Additionally, Sunshine and Land’s End uniform items will continue to be permitted. Only uniform items from these listed vendors will be acceptable. The following outlines the uniform and acceptable combination of the items.

Belts are required for students in 2<sup>nd</sup> through 12<sup>th</sup> grades. Boys’ shirttails must be tucked in, unless the shirt is the approved style to be worn out. Hats or other headwear may not be worn before or during the school day. Only solid white T-shirts should be worn under the uniform shirt. Undershirts must not be visible beneath the uniform shirt. All clothing should fit in a traditional manner, and appropriate undergarments must be worn. Neither excessively tight nor loose fitting attire will be accepted.

**All uniform wear, especially jackets and coats, should be labeled with the student’s name as soon as the item is purchased. Additionally, all books, notebooks, and bags should be labeled.**

On Tuesdays, high school blazers must be worn at all times unless directed by a faculty member. The guy’s ties must be worn and the top button of the collared shirt must be buttoned at all times. Shirts should be tucked in at all times.

# SRCS School Uniforms



## J & R UNIFORMS

**Online:** Go to <https://www.jandrclothing.com/>. Click Schools and locate "Strong Rock Christian Schools.

**Phone:** Call 770-461-3440. Their team is available to assist you in your student uniform needs.

**In Store:** Visit J & R Clothing store located at  
600 W Lanier Ave W, Fayetteville, GA 30214

**Hours are:**

**Monday - Friday: 9:30AM-6:00PM**

**Saturday: 9:30-4:00**

**Sunday: CLOSED**

# PreK3-PreK4 GIRLS



Short Sleeve Polo Shirt



Long Sleeve Polo Shirt



cartwheel shorts



Plaid Skort or Skirt



Short Sleeve Polo Dress



Plaid Jumper



Plain Front Chino Pants

**If your child chooses to order a skirt instead of the skort, she must have appropriate shorts underneath.  
\*\*All students are required to have a red polo shirt for field trips.**

# Kindergarten-5th grade GIRLS



Short Sleeve Polo Shirt  
\*White (Chapel Option)



Long Sleeve Polo Shirt  
\*White (Chapel Option)



\*Short Sleeve w/ Mtn. Logo



\*3/4 Sleeve w/ Mtn. Logo



\*Long Sleeve w/ Mtn. Logo



Short Sleeve Polo Dress



\*Plaid Jumper



\*Plaid Skort or Skirt



cartwheel shorts



Plain Front Chino Pants

**\*Denotes Required options for Chapel Days**

**You may choose any shirt option for chapel days, but the color must be white.**

**If your child chooses to order a skirt instead of the skort, she must have appropriate shorts underneath.**

**\*\*All students are required to have a red polo shirt for field trips.**

# PreK3-5th grade Boys



Short Sleeve Polo Shirt  
\*White (Chapel Option)



Long Sleeve Polo Shirt  
\*White (Chapel Option)



\*Short Sleeve w/ Mtn. Logo



\*Long Sleeve w/ Mtn. Logo



Plain Front Chino Shorts

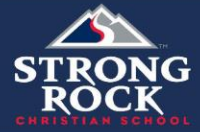


\*Plain Front Chino Pants

**\*Denotes Required option for Chapel Days  
(you may choose any button up shirt or either white polo for chapel)  
\*\*All students are required to have a red polo shirt for field trips.**



# 6th - 8th grade GIRLS



Short Sleeve Polo Shirt



Long Sleeve Polo Shirt



\*Short Sleeve w/ Mtn. Logo



\*Long Sleeve w/ Mtn. Logo



\*3/4 Sleeve w/ Mtn. Logo



\*V-neck Vest



\*Plain Front Chino Pants



\*Plaid Skort or Skirt

**\*Denotes Required options for Chapel Days**

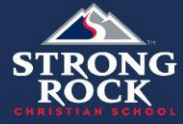
**(you may choose any of the button up shirts for chapel)**

**If your child chooses to order a skirt, she must have appropriate shorts underneath.**

**\*\*All students are required to have a red polo shirt for field trips.**

**\*\*For PE, girls may wear appropriate length navy, red, white, gray, or black shorts along with a Strong Rock t-shirt.**

# 6th - 8th grade Boys



Short Sleeve Polo Shirt



Long Sleeve Polo Shirt



\*Short Sleeve w/ Mtn. Logo



\*Long Sleeve w/ Mtn. Logo



Plain Front Chino Shorts



\*Plain Front Chino Pants



\*V-neck Vest



\*Neck tie  
(only available at iRock Cafe)



\*Bow Tie  
(only available at iRock Cafe)



Black or Brown Belt

**\*Denotes Required options for Chapel Days  
(you may choose either button up shirt for chapel)**

**\*\*All students are required to have a red polo shirt for field trips.**

**\*\*For PE, boys may wear appropriate length navy, red, white, gray, or black shorts along with a Strong Rock t-shirt.**



# 9th - 12th grade GIRLS



Short Sleeve Polo Shirt



Long Sleeve Polo Shirt



\*Short Sleeve w/ Mtn. Logo



\*Long Sleeve w/ Mtn. Logo



\*3/4 Sleeve w/ Mtn. Logo



\*Chapel Blazer



\*Plain Front Chino Pants



\*Plaid Skort or Skirt

**\*Denotes Required options for Chapel Days  
(you may choose any of the button up shirts for chapel)**

**If your child chooses to order a skirt, she must have appropriate shorts underneath.**

**\*\*All students are required to have a red polo shirt for field trips.**

**\*\*For PE, girls may wear appropriate length navy, red, white, gray, or black shorts along with a Strong Rock t-shirt.**

# 9th - 12th grade Boys



Short Sleeve Polo Shirt



Long Sleeve Polo Shirt



\*Short Sleeve w/ Mtn. Logo



\*Long Sleeve w/ Mtn. Logo



Plain Front Chino Shorts



\*Plain Front Chino Pants



\*Chapel Blazer



\*Neck tie  
(only available at iRock Cafe)



\*Bow Tie  
(only available at iRock Cafe)



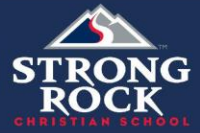
Black or Brown Belt

**\*Denotes Required options for Chapel Days  
(you may choose either button up shirt for chapel)**

**\*\*All students are required to have a red polo shirt for field trips.**

**\*\*For PE, boys may wear appropriate length navy, red, white, gray, or black shorts along with a Strong Rock t-shirt.**

# PreK3 - 12th grade GIRLS (outerwear)



Button Front Sweater



Button Front Sweater  
w/ pockets



Uniform Fleece Lined Rain Jacket



Uniform Fleece Jacket

**\*There are other outerwear options available in store at J & R Uniforms.**

# PreK3 - 12th grade BOYS (outerwear)



Zip Front Sweater



Button Front Sweater  
w/ pockets



Uniform Fleece Lined Rain Jacket



Uniform Fleece Jacket

**\*There are other outerwear options available in store at J & R Uniforms.**

# Strong Rock Footwear



## Sperry

all shoes solid & 2-tone (black, brown, tan)



## Ivy League

## Mary Jane

## Saddle Oxford



## Merrell

## Chukka Boot



## Hey Dude

## Bucs



## Tennis Shoes for PreK-4th Grade only -Non-Chapel Days

(Shoes can be lace or velcro)



\*Sperrys and tennis shoes both need to be Velcro for Pre-K and Kindergarten students.

\*These are not exclusive, as long as they adhere to the guidelines set in the handbook.

**Pictures of currently approved uniform are included on previous pages. Additionally, previously approved uniform-wear from Sunshine, J & R, or Land's End will also be acceptable as indicated on the following pages.**

**GIRLS PreK3 – 12<sup>th</sup>**

Uniform Pieces	Non-Chapel Days	Chapel Days
<b>Uniforms listed below must have been provided by one of our previous official uniform vendors.</b>		
<i>Bottoms</i>	<ul style="list-style-type: none"> <li>• Navy/Khaki (PreK3-8th), Grey/Khaki (9th-12th) or Plaid (PreK3-12th) Skirts/Skorts               <ul style="list-style-type: none"> <li>○ Black, Navy or White Biker shorts must be worn under skirts and must not be visible</li> <li>○ Skirt/Skorts can be no more than 3 inches from the top of the kneecap in the front</li> </ul> </li> <li>• Khaki Slacks or Capri Pants (PreK3-8th) x Grey/Khaki Slacks (9th-12th)</li> </ul>	<ul style="list-style-type: none"> <li>• Plaid skirt (Pre-K3 – 12<sup>th</sup>)</li> <li>• Grey Box Skirt/Skort are optional for (9th-12th)               <ul style="list-style-type: none"> <li>○ Black, Navy or White Biker shorts must be worn under skirts and must not be visible</li> <li>○ Skirt/Skorts can be no more than 3" from the top of the kneecap in the front</li> </ul> </li> <li>• Khaki (PreK3-8th) Grey/Khaki (9th-12th) Slacks are optional</li> </ul>
<i>Tops</i>	<ul style="list-style-type: none"> <li>• Red, Navy and White Short Sleeve or Long Sleeve Shirts with Mountain Logo               <ul style="list-style-type: none"> <li>○ Red Polo with Mountain Logo required for Field Trips</li> </ul> </li> <li>• Undershirts must be white with no writing</li> </ul>	<ul style="list-style-type: none"> <li>• White <sup>3</sup>/<sub>4</sub> sleeve, short or long sleeve with Mountain Logo</li> <li>• Red Sweater Vest from Land's End grades 6 - 8 only               <ul style="list-style-type: none"> <li>○ Worn only between Fall Break and Spring Break</li> </ul> </li> <li>• Navy Blazer grades 9 - 12 only</li> <li>• Undershirts must be white with no writing</li> </ul>
<i>Dresses</i>	<ul style="list-style-type: none"> <li>• Red or Navy Mesh Polo Dress, Short Sleeve or Long Sleeve with Mountain Logo – Pre-K3 - 4th</li> <li>• Plaid Jumper with Mountain Logo – Pre-K3 - 5th</li> </ul>	<ul style="list-style-type: none"> <li>• Red or Navy Mesh Polo Dress, Short Sleeve or Long Sleeve with Mountain Logo – Pre-K3 - 4th</li> <li>• Plaid Jumper with Mountain Logo – Pre-K3 - 5th</li> </ul>
<i>Jacket/Sweaters</i>	<ul style="list-style-type: none"> <li>• All outerwear must be purchased from an official uniform vendor, iRock Café or from Sports Player Packs and have school approved logo. Crew Neck, <sup>1</sup>/<sub>4</sub> Zip, Full Zip and Hoodies are allowed with any SRCS colored (red, white, blue, grey) shirt underneath.</li> </ul>	
<i>Belts</i>	<ul style="list-style-type: none"> <li>• Black or Brown leather belt only</li> <li>• Traditional belt buckle only or pull through belt buckle</li> </ul>	<ul style="list-style-type: none"> <li>• Black or Brown leather belt only</li> <li>• Traditional belt buckle only or pull through belt buckle</li> </ul>



<i>Shoes</i>	<ul style="list-style-type: none"> <li>Any Solid Black, Brown, or Grey Conservative Dress Shoes (No Boots, Crocs, or Open-Toed Shoes)</li> <li>All white or black tennis shoes are allowed for grades Pre-K – 5 only.</li> </ul>	<ul style="list-style-type: none"> <li>Any Solid Black or Brown Conservative Dress Shoes (No Boots, Crocs, or Open-Toed Shoes)</li> </ul>
<i>Hair Accessories</i>	<ul style="list-style-type: none"> <li>All hair accessories must match school uniform</li> </ul>	<ul style="list-style-type: none"> <li>All hair accessories must match school uniform</li> </ul>
<i>Socks, Tights, &amp; Leggings</i>	<ul style="list-style-type: none"> <li>Solid Color Navy, Black, Grey, Khaki or White socks that are visible</li> <li>Socks should not be worn above the knee.</li> <li>Tights can be worn under skirts – Navy, Grey or White – Solid colors only</li> <li>Leggings purchased from iRock Café <ul style="list-style-type: none"> <li>Worn only between Fall Break and Spring Break (Must be worn with visible socks)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Solid Color Navy, Black, Grey, Khaki or White socks that are visible</li> <li>Tights can be worn under skirts – Navy, Grey or White – Solid colors only</li> <li>Leggings purchased from iRock Café <ul style="list-style-type: none"> <li>Worn only between Fall Break and Spring Break (Must be worn with visible socks)</li> </ul> </li> </ul>

### BOYS PreK3 – 12<sup>th</sup>

<b>Uniform Pieces</b>	<b>Non-Chapel Days</b>	<b>Chapel Days</b>
	<b>Uniforms listed below must have been provided by one of our previous official uniform vendors.</b>	
<i>Bottoms</i>	<ul style="list-style-type: none"> <li>Khaki (PreK3-8th), Grey/Khaki (9th-12th) Slacks</li> <li>Khaki Shorts (PreK3-8th), Khaki Shorts (9th-12th) <ul style="list-style-type: none"> <li>Cannot be more than 3” from the top of the kneecap in the front</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Khaki Slacks (PreK3-8th) only</li> <li>Grey/Khaki Slack (9th-12th)</li> </ul>
<i>Tops</i>	<ul style="list-style-type: none"> <li>Red, Navy and White Short Sleeve or Long Sleeve Shirts with Mountain Logo. <ul style="list-style-type: none"> <li>Red Polo with Mountain Logo required for Field Trips.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>White short or long sleeve button-up shirt with Mountain Logo</li> <li>Navy Blazer (9th-12th)</li> <li>Red Sweater Vest (6th-8th) <ul style="list-style-type: none"> <li>Worn only between Fall Break and Spring Break</li> </ul> </li> <li>Undershirts must be white with no writing.</li> </ul>

<i>Jacket/ Sweaters</i>	<ul style="list-style-type: none"> <li>All outerwear must be purchased from an official uniform vendor, iRock Café or from Sports Player Packs and have school approved logo. Crew Neck, ¼ Zip, Full Zip and Hoodies are allowed with any SRCS colored (red, white, blue, grey) shirt underneath.</li> </ul>	
<i>Belts</i>	<ul style="list-style-type: none"> <li>Black or Brown leather belt only.</li> <li>Traditional belt buckle or pull through belt buckle only.</li> </ul>	<ul style="list-style-type: none"> <li>Black or Brown leather belt only.</li> <li>Traditional belt buckle or pull through belt buckle only.</li> </ul>
<i>Shoes</i>	<ul style="list-style-type: none"> <li>Any Solid Black or Brown Conservative Shoe.</li> <li>All white or black tennis shoes are allowed for grades (PreK-5th)</li> </ul>	<ul style="list-style-type: none"> <li>Any Solid Black or Brown Conservative Shoe.</li> </ul>
<i>Socks</i>	<ul style="list-style-type: none"> <li>Solid Navy, White, Grey, Khaki or Black (Must be visible)</li> </ul>	<ul style="list-style-type: none"> <li>Solid Navy, White, Grey, Khaki or Black (Must be visible)</li> </ul>
<i>Ties</i>		<ul style="list-style-type: none"> <li>Custom Strong Rock material. Can be a bow tie or a necktie; both available in the school store. (6th-12th)</li> </ul>

### **Grooming (All Grades)**

Boys in grades 9-12 should be clean-shaven, with sideburns not to extend below the earlobe. Boys in violation will be required to shave at school and dispose of the razor in the administrative office. After the first violation boys will be charged \$1 for the use of a razor and shaving cream. Extreme hair styles, including, but not limited to those with unnatural hair color, are not permitted. Students may be asked to have a haircut before returning to school.

Makeup is to be used with discretion and taste and is not to be used to draw undue attention.

Jewelry must be worn in good taste and is expected to match the school uniform. Personal jewelry should not draw undue attention to oneself. No earrings of any description are permitted for boys. Piercing of any body part other than the ears is likewise prohibited. Any apparel, hairstyle, or accessories that bring undue attention to a student, such as hair tinsel, colored extensions, or clip-on hair pieces, will not be permitted.

### **Haircut Specifications for Male Students (All Grades)**

A male student's hair must not fall below the ear, fall below the collar, or cover the eyes while school is in session and during cocurricular after school events. No designs are permitted. No pony tails or man buns are allowed. All hairstyles (i.e. cornrows, braids, twists, etc.) should be well groomed and maintained at the discretion of the administration.



**Day of infraction:** Identifying teacher will send the student's name to the academy/high school assistant principal. The academy/high school assistant principal will inform the parent that the student must have his/her haircut within 2 days of the infraction.

The following email will be sent by the assistant principal to inform academy/high school parents that their child is not in compliance with Strong Rock Christian School's hair policy and will receive the listed consequences if not corrected in the time specified.

Good morning,

This morning, your student \_\_\_\_\_, has been identified as having a haircut that does not comply with the dress code standards set forth in our family handbook. We are sending you this notice so that you will be aware of our guidelines. He/she will have to have an appropriate haircut within 2 days of the infraction; otherwise, the following discipline guidelines will apply:

**Day 3:** If the student's hair is not cut to meet school guidelines, the student will have isolated lunch.

**Day 4:** If the student's hair is not cut to meet school guidelines, the student will be assigned official school detention for the following Tuesday afternoon.

**Day 5:** If the student's hair is not cut to meet school guidelines, the student will be confined to ISS for the remainder of the time he fails to meet guidelines.

### **Tattoo Policy**

Any student who has a tattoo is required to have it covered at all times during school hours and co-curricular events. Violation of this policy will result in the same consequences as those for uniform violations. If a student is at a cocurricular event and violates the policy, the student will be asked to leave or will not be allowed to participate in the event.

### **Uniform Violations – Elementary School**

The following steps will be used for uniform violations:

1. The classroom teacher will talk to the student in dress code violation.
2. The classroom teacher will write a note in the folder/agenda of the student in dress code violation.
3. The classroom teacher will send a formal note to the parents of the student in dress code violation.
4. The administration will contact the parents of the student in dress code violation to bring the appropriate uniform items.

## **Uniform Violations – Academy/High School**

Teachers will send referrals for students in violation of the dress code throughout the school day to the academy and high school principals. The administration will hold students accountable for adhering to dress code and administer discipline consequences. Administration will discipline based on the following steps:

1. Warning
2. Additional warning
3. Lunch detention in Academy/High School office
4. Administration detention on Tuesday after school from 3:15 – 4:00
5. Parent/Student/Administration conference
6. ISS (In School Suspension) Academy/High School office
7. Saturday School (Cost will be 25.00 dollars and the student must come dressed in school uniform)
8. 1-Day of OSS (Out of School Suspension)
9. 2-Days of OSS
10. Additional day of OSS for each violation

If a student is deemed by administration to be completely out of dress code (Not in Chapel Wear, Jeans Day violation or missing multiple uniform items, they will remain in the office until appropriate uniform item(s) can be brought to them).

\*\*Any violation that is deemed unacceptable or extreme by SRCS administration will result in the student being placed automatically in ISS, even if it is the first offense.

Select items will be available for purchase at the school store.

## **Patriot Days**

All students are allowed to wear a Strong Rock shirt with uniform bottoms and any closed-toe shoes every Friday. Crocs and open-toed shoes are not allowed. The shirts must display the school logo (Patriots, Strong Rock Christian School, or logo) and must follow the uniform guidelines (no tank tops, sleeveless shirts, etc.) unless approved by the administration.

## **Jeans Days**

### **Jeans Day Requirements – Solid Jean color (black or blue)**

- Must be school appropriate length and have no holes, rips or tears.
- Any closed toe shoes
- No shorts unless they are uniform
- Capri Jeans are allowed for girls

### Shirts with Jeans Day

- All shirts must have school logo
- A Strong Rock t-shirt, Strong Rock sweatshirt or Strong Rock hoodie
- Special event t-shirts must be approved by administration ahead of time before wearing

### Player Pack Items

- Polos may be worn on Friday only
- Sweaters, Hoodies, Pullovers, ¼ zips and jackets with school logo may be worn everyday but Tuesday.

### PE Uniforms

The following items may be worn for PE (grades 6-12):

- Appropriate length athletic shorts (navy, red, white, gray, or black) and Strong Rock T-shirts
- Player pack t-shirts and shorts

## ATHLETIC, CO-CURRICULAR, & FINE ARTS ACTIVITIES

### Athletic Opportunities

Strong Rock Christian School is committed to providing a diversified, participatory, and successful athletic program that is available to all students. Our school believes that such a program is a vital and integral part of the total school environment as well as playing a key role in the overall development of each student who is involved in the athletic program. It is the mission of the Strong Rock Christian athletic department to engage, educate and empower our athletes, parents and coaches to become the GREAT they were created to be in both sport and life (Ps 139:13-14).

Strong Rock offers a wide variety of sports for boys and girls during each season of the school year, and coaches are committed to promoting sportsmanship and team play at all levels. Strong Rock offers sports at the Junior, Academy and High School levels. For most sports, students may begin athletic competition in the 6th grade and athletes will continue to have the opportunity to compete at the junior varsity and varsity level during high school.

Strong Rock Christian School is a member of the Georgia Independent Athletic Association (GIAA) and competes in **District 5**. For more information, please visit [giaasports.org](http://giaasports.org). Additionally, some athletic teams compete in GAPPS events at the Academy level.

As a general rule, the following sports will be offered for the upcoming school year. Specific information can be obtained from the Athletic Director.

### **Girls' Sports (grades offered)**

Fall Season: Softball (6-12); Volleyball (3-12); Cross Country (6-12); Cheerleading (5-12); Clay Target (8-12)

Winter: Basketball (3-12); Cheerleading (7-12); Swimming (6-12); E Sports (8-12)

Spring: Soccer (3-12); Track (6-12); Tennis (6-12); Golf (8-12)

### **Boys' Sports**

Fall: Tackle Football (5-12); Flag Football (3-5); Cross Country (6-12); Clay Target (8-12)

Winter: Basketball (3-12); Wrestling (K-12); Swimming (6-12); E Sports (8-12)

Spring: Baseball (6-12); Soccer (3-12); Track (6-12); Tennis (6-12); Golf (6-12); Lacrosse (8-12); Bass Fishing (6-12)

### **Boys' and Girls' Sports**

Fall: Running Club (3-5)

Spring: Running Club (3-5); Pickle Ball (3-5)

All Students must have an updated physical on file to try out, practice, and compete on one of our teams. The form can be found on our Athletic page on the school website. Each student has an opportunity annually to get a physical onsite that will be good for all summer activities and throughout the school year.

### **Eligibility**

Strong Rock Christian School and the Georgia Independent Athletic Association (GIAA) control eligibility for participation in athletics. All high school students must be in good academic and social standing at Strong Rock Christian School to remain eligible. The minimum academic requirements and general guidelines are as follows:

1. To be eligible to participate, practice, and/or try out in interscholastic activities, a student must be academically eligible. A student is required to pass classes that carry at least 5 credits (per semester) counting toward graduation the semester immediately preceding participation.  
Exception: First-semester ninth-grade students.
  - Passing in all GIAA member schools is determined by the school by awarding a credit.
2. For schools offering courses with year-long grading, eligibility will be determined at the end of each individual semester. Yearly averages will not be used for determining eligibility unless half credits are issued each semester.
3. Students gain or lose eligibility on the first day of the subsequent semester. The first day of the Fall semester will be interpreted as the first date of practice for the first sport. Exception: Students who successfully complete summer school to

maintain eligibility become eligible on the last day of summer school. Summer school is an extension of the previous semester and courses may be:

- Remedial in nature where a previously-taken course is repeated in its entirety with a new grade being given.
  - Enrichment in nature where a new course is taken that results in new credit being earned.
4. A maximum of two (2) unit credits earned in summer school may be counted for eligibility purposes. NOTE: Additional credits may be earned.
  5. Summer school credits earned in non-accredited home study programs or non-accredited private schools may not be used to gain eligibility. Accreditation recognized under the rule will be from the Georgia Independent School Association (GISA), Georgia Accrediting Commission (GAC), or a regional accreditation agency (such as COGNIA or SAIS-COGNIA).
  6. An independent study course taken in summer school must be regionally accredited and accepted by the school for graduation credit.
    - Courses completed after the beginning of a new semester may not be used to gain eligibility for that semester. Example: night school classes, correspondence courses, etc.
    - Independent study courses taken during the school year must meet the criteria of #2 above.
  7. A student who has passed 5 unit subjects for the first semester (approximately one-half of the academic school year) is eligible for the second semester. A student who passes in 5 unit subjects, or their equivalent, for the second semester or for the year is eligible for the following year. If a school is on the quarter system, a student must pass 5 unit subjects, or their equivalent, for the first quarter (approximately one-third of the regular academic year) in order to be eligible for the second quarter. A student must pass 5 unit subjects, or their equivalent, for the second quarter to be eligible for the third quarter. A student must pass 5 unit subjects, or their equivalent, for the third quarter or for the year in order to be eligible for the first quarter of the following year. Of the 5 unit subjects, 3 units MUST be in the following subject areas: English, Foreign Language, Science, Social Science, Mathematics, and Religion.
  8. Students failing to pass the required 5 unit subjects for the first semester may become eligible at the end of the 3rd nine weeks grading period if they are passing the required 5 unit subjects at that time, pending the approval of the High School Principal and Athletic Director. Students must have passed at least three (3) subjects at the semester to be eligible to gain eligibility in this manner.
  9. 8th grade students may have the opportunity to be promoted to JV or Varsity team with the approval of the Middle School Principal and Athletic Director.

### **Co-Curricular Activities**

At the elementary level, the following activities are typically offered:

- Chorus (3-5)
- Art Quest
- Lego Robotics
- Piano lessons
- Voice Lessons
- Guitar Lessons
- Other co-curricular activities may be offered

At the academy level, the following activities are typically offered:

- Junior Beta Club
- Piano Lessons
- Drum Lessons
- Dance
- Voice Lessons
- Flute Lessons
- Low Brass Lessons
- Guitar Lessons
- Strings
- Foreign Language & Missions Club
- Student Government Association
- Engage Club
- Marching Band / Color Guard / Majorettes

At the high school level, the following activities are typically offered:

- Piano Lessons
- Drum Lessons
- Voice Lessons
- Flute Lessons
- Guitar Lessons
- Low Brass Lessons
- Beta Club
- NASA Astronaut Challenge
- National Honor Society
- Student Leadership Institute
- Drama Club
- Missions Opportunities
- Foreign Language & Missions Club
- Student Government Association
- Engage Club
- Debate Team
- Chick-fil-A Leadership Academy
- Strong Rock Singers
- Marching Band / Color Guard / Majorettes

## **Hazing**

Although Strong Rock encourages students to participate in school-related athletics, clubs, associations, organizations and other groups, the school prohibits all forms of hazing. Hazing refers to any activity expected of a student to join or to continue membership or participation in any group where the activity produces or could be expected to produce mental, emotional or physical discomfort, humiliation, embarrassment, harassment, or ridicule to the student, regardless of the student's willingness to participate. Hazing activities include, but are not limited to, acts of personal servitude (i.e., forced labor or service), sleep deprivation, restrictions on personal hygiene, yelling, swearing, insulting or

demeaning verbal abuse, being forced to wear embarrassing or humiliating attire, consumption of vile or other non-food substances, consumption of alcohol, smearing of skin with vile substances, brandings, writing or marking on one's skin or clothes, physical beatings, paddling or other physical abuse, performing sexual simulation or sexual acts, stunts or dares that could result in physical injury or harm to a person's mental, emotional or social well-being, any act in violation of the law or school policy, and any other activity that could fall within the definition of hazing. If someone thinks a particular activity could possibly be hazing, then it probably is. If unsure, then contact an administrator and ask.

A student violates this policy whenever he or she engages, assists, or attempts to engage or assist in the planning or committing of any hazing activity, whether on or off school property. Each student is also responsible for immediately reporting any hazing activity or plans for any hazing activity to an administrator. The failure to make such a report is also a violation of this policy.

When the school administration becomes aware of any actual or planned hazing activity, the situation will be promptly investigated. Any student found to have violated this policy will be subject to disciplinary action, including dismissal from the school for serious violations. No adverse action will be taken against any person who makes a good faith report of hazing activity.

### **Zero Period**

Strong Rock Christian School offers multiple high school courses that can be taken for course credit during the zero hour. These classes may not be calculated towards a student's GPA. These classes may not be audited.

## **PARENTS**

### **ADMISSION AND FINANCIAL POLICIES**

#### **Non-Discrimination Policy**

The school admits students regardless of race, color, creed, ethnic, or national origin who possess the motivation, ability, and character which would enable them to succeed in our school community to the rights, privileges, programs, and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, creed, ethnic, or national origin in the administration of its educational policies, admission policies, tuition assistance, and athletic and other school-administered programs.

#### **PreKindergarten Admission**

Children enrolled in preschool must be toilet trained before attending preschool. Children must be wearing underwear. A child having accidents daily would not be considered toilet trained.

Why do children have to be toilet trained before they begin preschool?

- There are strict standards for changing and disposing of wet or soiled pull ups and our classrooms are not equipped for this.
- When an adult is busy changing a child's soiled clothing, it is taking away from learning time for all students and it removes one adult from the direct supervision of and interaction with the rest of the class.

We do understand that even toilet trained children will occasionally have accidents. By definition, "accidents" are unusual incidents and should happen infrequently.

A toilet trained child is a child who can do the following:

- Communicate to the teachers that he/she needs to go to the restroom before they need to go.
- Alert him/herself to stop what he/she is doing, to go and use the bathroom.
- Pull down his/her clothes and get them back up without assistance.
- Wipe him/herself after using the toilet (with minimal assistance for 3-year olds).
- Get on/off the toilet by him/herself.
- Wash and dry hands.
- Postpone going if they must wait for someone who is in the bathroom or if the class is away from the classroom.
- Wake up during nap time should they need to use the bathroom.

Your child will be asked many times throughout the day and before nap time if they need to use the bathroom.

It is not uncommon for a child who is fully toilet trained to have a setback when he/she is in a new environment. Preschool staff are aware of this and will assist the children when necessary. Parents will be notified if a child has a toileting accident.



The PreKindergarten staff understand that each child arrives at this milestone differently, therefore your child will have 4 weeks from the first day of school to demonstrate accomplishment of this goal.

A child will not be considered toilet trained for our preschool program if the child continues to consistently have toileting accidents after the first 4 weeks of school.

After the first 4 weeks of school, the following policies will be in place for children who have accidents:

- If one or two accidents occur in one week, the parents will be notified with the understanding that the issue needs to be addressed and corrected.
- If three or more accidents occur in one week, the parent will be notified with the understanding that if the issue is not corrected by the end of the second week the child will have to stay home at least one week or longer until he/she is completely toilet trained.
- If multiple accidents occur in one day, the parent will be notified on that day; and if not corrected by day three, the child will have to stay home at least one week or longer until he/she is completely toilet trained.

The goal is not to shame or punish a child or inconvenience primary caregivers. Rather, cleaning accidents in the preschool setting is time consuming, and the time that teachers spend attending to and cleaning accidents is time that they are not spending interacting with children and facilitating the curriculum in a safe and effective manner. This policy is intended to ensure the safety and happiness of children.

### **Tuition Assistance**

Tuition Assistance is a needs-based program available to students in grades PreK-12 to assist parents with tuition at Strong Rock Christian School. Tuition Assistance will cover a portion of a student's tuition. It will not cover the Strong Rock Christian School application fee or the annual fee.

For more information about Strong Rock Christian School's Tuition Assistance Program please contact the Business office.

### **Withdrawal**

The withdrawal process begins with the principals. If it becomes necessary to withdraw from school, all student records will be released to the new school upon payment of all tuition due. All textbooks must be returned to the elementary or academy/high school office.

### **Payment of Tuition and Fees**

Strong Rock Christian School strives to provide the highest quality education while maintaining affordable fees. When a student is enrolled in Strong Rock Christian School, a place is held open for that student and funds are expended in preparation for his/her education. Each student is responsible for the annual tuition due the school. Strong Rock depends on the timely payment of tuition and

registration fees to cover our obligations. Failure to pay tuition and/or fees within 60 days of the payment due date will result in a child being removed from school. Transcripts and student records will not be released to another school if there is an outstanding balance in his/her account.

### **Damages**

Damages to school property and instructional materials by students are the financial responsibility of the student and his/her parents. Fees for damages will be added to the student's account with the school.

### **Termination of Enrollment**

Strong Rock Christian School reserves the right to terminate a student's enrollment when the Administration determines that the student and/or the parent(s) of the student do not conform to the standards, philosophy, or purpose of the school.

## **HEALTH SERVICES**

### **Health Services & First Aid**

Strong Rock Christian School has a clinic staffed by a nurse who dispenses medications, maintains health records, plans and coordinates care for students with chronic health problems, participates in health education and treats minor injuries and illnesses. Clinic hours are Monday through Friday from 7:30 a.m. to 3:30 p.m.

The school is required to have a Certificate of Immunization and an eye/ear/dental examination certificate on file for each student. Certificates are required for all children through grade 12. The certificates may be acquired from a family physician or health center. Students must have a valid and up-to-date Certificate of Immunization to be enrolled. Expired Certificates of Immunization must be updated within 30 days, or the student may be withdrawn.

Under Georgia law, during an epidemic or a threatened epidemic of any disease preventable by an immunization required by the Department of Public Health, children who have not been immunized may be excluded from the school or facility until (1) they are immunized against the disease, unless they present valid evidence of prior disease, or (2) the epidemic or threat no longer constitutes a significant public health danger. In the event of a vaccine-preventable disease outbreak, Strong Rock Christian School reserves the right to refuse admittance to any student with a medical or religious exemption until one of these requirements have been met.

It is imperative for the school to be advised of any serious or chronic health problems. Parents/legal guardians should notify both the nurse and the student's teacher(s) of any health issues. This information is required in each student's file.

Students who sustain a minor injury are to be seen by the nurse. The nurse will determine the response to the injury. This includes but is not limited to on-site treatment, contacting parents/guardians and referral to a medical provider or facility. If the student has a life-threatening emergency or illness, 911 will be called.

### **General Medical Guidelines**

Students are not permitted to have medicine in their possession on campus. The exceptions to this are academy and high school students who may carry inhalers, diabetic supplies, eye drops and EpiPens. Additional exceptions may be made at the discretion of the nurse on duty. Those students who need to take prescription medication in the course of the school day must keep this medication in the clinic. It must be brought in by the parent, and then counted and signed in by the nurse and parent. A short-term/long-term medication form must be completed by the parent for each medication. If medication needs to be taken

during the course of the school day, the student must come to the school clinic for its administration. Records will be kept of all medication issued.

**Emergency action plans and food allergy and anaphylactic (FARE) care plans will be developed and utilized as needed for students with specific medical needs.**

An academy or high school student for whom the school has on file supporting medical documentation may carry at all times with parental/guardian permission inhalers for asthma, auto-injectable epinephrine (epi-pens) for allergic reactions, and medical needs for diabetes. Students authorized to self-administer such medication shall be instructed not to permit any other student to handle, possess, or otherwise attempt to use his/her medication and shall be informed that violations of such instructions will be dealt with in accordance with the student code of conduct.

In order for a student to carry and self-administer such medications, or in order for the school to store and administer the medication for students who are unable to self-administer because of age or any other reason, parents must provide a written statement from a licensed physician. If a student is able to self-administer the medication, parents must provide a written statement from a licensed physician stating that, along with written permission from the parent for the nurse or designated employee to consult with the doctor regarding any questions that may arise concerning the medication. Such permission shall release the school and its employees and agents from civil liability for administering such medication to students, or if the self-administering student suffers an adverse reaction as a result of self-administration of such medication. Parents are encouraged to provide to the school duplicate medication and supplies in the event a student is unable to self-administer or fails to bring the medication or equipment to school.

The nurse or other school employees are authorized to administer an epi-pen, if available, to a student who is having an actual or perceived anaphylactic adverse (allergic) reaction, regardless of whether the student has a prescription for epinephrine. Any school employee who in good faith administers or chooses not to administer an epi-pen to a student in such circumstances shall be immune from civil liability.

Students must not give any medications to other students. Teachers and staff (except as authorized for coaches and trainers) may not dispense aspirin, Tylenol, etc., to students.

If a student is running a fever, he/she should not be given fever-reducing medicine and sent to school. A child must be fever free, (under 100°) without fever-reducing medicine for 24 hours before returning to school. Students must be symptom free (no fever, vomiting, or diarrhea for 24 hours) to return to school. If the clinic nurse determines a student has returned too early, the parent will be contacted and asked to pick up the student. Children with a fever will not be allowed to stay in the After-School Enrichment Program or participate in clubs or sports activities.

If a child has a confirmed case of the flu, COVID, or other contagious condition, he/she must stay home until fully recovered. Some contagious illnesses, such as COVID may require the student to be out of school as determined by the CDC and/or local health department guidelines. Most confirmed flu cases require the student to be out of school for four to seven days. If the school nurse determines a student has returned too early, the parent will be contacted and asked to pick up the student.

If a child has conjunctivitis (pink eye) or any other contagious disease, he/she should stay at home for as long as the doctor advises. The parent should contact the school nurse and the student's teacher(s) if a child has been diagnosed with a highly contagious condition.

If a child is sent home with a questionable highly contagious illness/rash, the parents must present a doctor's note stating that he/she has been seen and doesn't have a contagious illness/rash; or he/she was diagnosed with a contagious illness/rash, has been treated by a doctor and can return to school. If a student is vomiting, he/she should not be sent to school. A child must stay home 48 hours without vomiting before returning.

A student who comes to the clinic feeling sick, but not sure if he/she needs to go home, will be allowed to rest in the clinic for 30 minutes. If after 30 minutes the student has not improved and the school nurse feels it is necessary for the student to go home, the parents will be asked to pick the child up from school.

Parents are required to provide all available phone numbers where they can be reached during the day. Parents should also provide emergency contacts that live within the area of the school and are able to pick up the child if they are not available.

If a student is sent to the nurse, and it is deemed necessary that a parent pick the student up from the nurse's office, parents will be given one hour to come to the school. If a student is left in the nurse's office beyond one hour, he/she will automatically be counted absent for the day, regardless of how many hours the student was present that day.

In order to safely administer medications during school hours, the following are required:

### **Prescription Medicines**

1. An Authorization to Administer Medication form must be completed and signed by the parent.
2. When filling a prescription, parents should ask the pharmacist for a "school bottle," an empty bottle with the correct prescription label. This should be done for all medications that are to be administered at school, even short-term antibiotics. Medications will not be administered from an envelope or plastic bag.

All prescription medications must be in their original containers and labeled by the pharmacist. The label must include:

- student's name
- physician's name
- name of medication
- exact dosage of medication
- date prescription was filled
- expiration date of medication

Dosage will be altered only by instruction of physician on an Authorization to Administer Medication form.

For any medication (prescription or non-prescription) that will be administered longer than two weeks, the parent/legal guardian must submit an Authorization to Administer Long Term Medication form with a physician's signature.

### **Non-Prescription Medications**

All non-prescription medications must be in their original containers and accompanied by a written request for their administration. Parents may use the Authorization to Administer Medication form for non-prescription drugs; no physician's signature is required. Strong Rock Christian School staff will not administer medications that are in plastic bags or other containers. Students, upon parental approval at the beginning of the year, can and will be given Tylenol if needed by the school nurse. This request must include:

- student's name and grade
- name of medication
- amount to be given
- time(s) to be given
- reason for medication to be given
- length of time and date medication is to be given
- signature of parent/guardian

### **Head Lice**

Head lice continue to be one of the most prevalent communicable diseases among American children, and outbreaks are possible wherever children gather. The school nurse and the student's teacher(s) should be notified immediately if head lice are detected. The student may return to school as soon as treatment with a lice-killing product is completed and all nits have been removed. The student will need to be reexamined by the school nurse prior to school reentry. Students with nits will be sent back home for nit removal.

## **Health Information Sharing**

Parents and student agree, as a condition of continued enrollment, to consent to the release of any of the student's health related information, including information relating to drug treatment, testing, medical and mental health records, to employees or agents of the school, as determined by the Principal or his or her designee, to meet the medical or safety needs of the student and the community or the legal responsibilities of the school. Information may be shared with the appropriate governmental agencies.

The school will maintain appropriate administrative, technical, and physical safeguards to protect the security of all health-related information within its care or custody. While it is the obligation of Strong Rock Christian School to safeguard student medical information, the school must also balance matters of privacy and confidentiality with safeguarding the interests and well-being of our students and our community. Thus, parents/guardians and students consent to allow employees and agents of the school, who have a need to know, to receive and/or share medical and/or psychological information necessary to serve the best interests of the student and/or community. In the event of a disclosure required by law, every effort will be made to notify the student and/or parents/guardians in advance.

## **VIRUS/PANDEMIC PROTOCOLS**

Virus/Pandemic safety protocols and guidelines established and revised throughout the 2023-2024 school year will supersede any existing Family Handbook policies. Students and families are required to abide by any expectations set forth in Strong Rock Virus/Pandemic safety protocols and guidelines. Families should check the website for the most up-to-date information.

## **PARENT INTERESTS**

### **Principles and Expectations Relating to the Parent/School Relationship**

Strong Rock has ten expectations that it believes will help everyone to have a positive and cooperative relationship throughout the entire school year:

- (1) As a part of the joint role to help students grow and mature, parents are expected to encourage their student to address perceived inequities appropriately and independently, including reporting if necessary.
- (2) Parents should refrain from contacting their child(ren) during the day.
- (3) Students must learn to seek assistance from an adult on campus for academic, athletic, or other assistance. There are resources for students for this purpose, including the student's advisor, mentor, or other person installed on campus.

(4) When parents contact the school without the student's knowledge ("John doesn't know I'm calling, but . . ."), the school will need to address the issue directly with the student. It is not possible to promise that personnel at Strong Rock Christian School will maintain confidentiality over the phone call. Refer to expectation number one.

(5) The school will typically investigate issues and question students without the parent's presence. This helps personnel to move quickly to resolve issues.

(6) Although a student's issue is important, concerns take time to address. Parents should be patient and not call repeatedly for an update.

(7) Parents should not ask about discipline imposed on other students. School personnel cannot disclose discipline of one student to others and the same principle applies to parents.

(8) The school will not communicate everything that occurs in the student's daily life to a parent. Strong Rock Christian School has a lot of students under its care who the school needs to ensure are safe, secure, and happy.

(9) Neither the teachers nor the school will provide a daily email, text, or call regarding the student's progress or difficulties. Communication will occur through appropriate school channels if there is a concern that needs to be addressed.

(10) All communications between the parents and any person at the school should be professional, cooperative, and appropriate.

### **Parent/Family Cooperation**

Strong Rock Christian School believes that a positive and constructive working relationship between the school and family member (defined as parent, student, or other person associated with the student) is essential to the fulfillment of the school's educational purpose and responsibilities to its students. If the parent's or other family member's behavior, communications, or interactions on or off campus (including during school-sponsored events) is disruptive, intimidating, overly aggressive, or reflects a loss of confidence or disagreement with the school's policies, methods of instruction, or discipline, or otherwise interferes with the school's safety procedures, responsibilities, or accomplishment of its educational purpose or program, the school reserves the right to dismiss the family or family member from the school. In addition, the school reserves the right to place restrictions on parents' or other family members' involvement or activity at school, on school property, or at school-related events for reasons that the school deems appropriate.



## **Opportunities for Involvement**

Strong Rock Christian School believes that God has given the responsibility for a child's education to his/her parents/legal guardians. Strong Rock Christian School serves to assist parents/legal guardians in this task. In order to support the education process and be an encouragement to the student, parents/legal guardians are asked to take an active part in the Strong Rock Christian School program. As in any activity that children undertake, the interest and involvement of parents/legal guardians have a tremendous positive influence on the child's performance. Parents/legal guardians are urged to attend all regularly scheduled activities, appropriate orientations, open houses, and any other specially called meetings affecting their children. It is necessary for each family to be represented at these informative and important gatherings.

Parents/legal guardians are also encouraged to volunteer to help in a variety of ways. This includes, but is not limited to, chaperoning field trips, helping with weekly volunteer opportunities, and assisting with class celebrations. Other opportunities are available from time to time, such as serving as grade-level parents or as helpers during the holidays, as well as helping with other special events. Parents/legal guardians should notify teachers, P3 board members or the school office of their interest in volunteering. All parents are encouraged to be active in Strong Rock's parent organization, Parents Partnering with Patriots (P3). This organization works to support various functions.

Finally, parents/legal guardians are asked to commit to pray for the school, the students, the staff, the administration, and the Board of Trustees.

## **Child Abuse Reporting**

School teachers and other personnel are mandatory reporters under the Georgia child abuse reporting laws. Please understand that everyone at Strong Rock must take those obligations seriously, and if it is assessed that a situation requires it, a report will be made to child abuse authorities of situations that personnel reasonably suspect constitute abuse, neglect, or abandonment. Depending on the circumstances, Strong Rock personnel may not be able to communicate with parents about the report until authorized by child abuse authorities to do so. Strong Rock Christian School asks for everyone's understanding as staff do their best to protect the children in Strong Rock's care.

## **Student Birthdays**

Birthdays are special days! If a child would like to celebrate at school, a snack (cake, cookie, brownie, donut, etc.) may be shared with all the classmates at the end of lunch or during snack time. A pre-cut treat (no party favors, decorations, balloons, or goody bags) may be sent to school with the child, or the parent may bring the treat if they come for lunch. Class time will not be taken for birthday parties. Party invitations may only be distributed at school if everyone in the class is included. Otherwise, please make arrangements to distribute invitations

another way. **Additionally, please do not use the school as a departure point.** Teachers should not be asked to accommodate by using classroom time for any arrangements related to any off-site parties.

### **Phone Calls and Messages**

Before school begins in the morning, parents should arrange their after-school plans with their child (i.e., car pools, going home with friends, etc.). The school cannot interrupt class by taking individual and private messages to children.

Messages will be taken for outside calls to teachers during the school day.

Phone calls may be monitored or recorded for quality assurances purposes.

### **Deliveries**

Strong Rock Christian School desires to keep disturbances to classrooms to a minimum. No deliveries or messages will be sent to the students except in the case of an emergency.

Parents are asked not to have flowers, balloons, or similar items delivered to students during school hours.

### **Animal Policy**

Due to concerns about the health, safety, and welfare of people in the Strong Rock Christian School community, no animals are allowed on school property or at school-related events without the express, written permission of the administration. This means that animals may not be brought onto school property for any reason (even if the animal remains on a leash), including parties, games, and activities, and may not be brought to school-related events on or off campus.

### **Split Child Custody**

School should be a safe place where a child can be free of the conflict between parents in a separated family, so he/she can focus on learning and instruction and enjoy the various extracurricular activities offered at school. Therefore, Strong Rock Christian School requests that parents handle all custody issues outside the school day.

In the absence of a certified court order/custody agreement limiting or terminating the rights of a parent or appointed guardian, such persons shall be assumed to have all legal rights pertaining to parenthood with respect to access to a student's educational records and participation in school activities relating to the student. In the event a parent or guardian claims that the other parent's rights have been limited or terminated at the time a student is enrolled, it shall be the parent's or guardian's obligation to produce the certified court order/custody agreement to support such claim. Any such court order/custody agreement must

be enforceable in the State of Georgia (i.e., issued by a judge in the State of Georgia or domesticated in a court of the State of Georgia). The school shall maintain a certified copy of each such court order/custody agreement in the student's records.

It is imperative that parents submit the most current custody paperwork to Strong Rock Christian School prior to the enrollment of a child. Additionally, new custody paperwork must be submitted at the beginning of each academic year. Since courts are not mandated to inform schools of legal documents surrounding parental rights, it is the parents' responsibility. Failure to submit appropriate paperwork within three weeks of a court issuing an order may result in the child(ren) being withdrawn from Strong Rock Christian School.

Certain information with regard to a child's attendance and grades is relevant in a custody proceeding, and Strong Rock Christian School is happy to provide any information in a student's permanent record to both parties free of charge.

Fees for production of additional records outside the permanent record will be charged.

Strong Rock Christian School is entitled to all reasonable costs incurred for producing records in response to a subpoena duces tecum. "Reasonable costs" include, but are not limited to:

- reasonable clerical costs incurred in locating and making records available to be billed at the rate of \$24 per hour per person (\$6 per quarter hour or fraction thereof).
- ten cents (\$0.10) per page for standard reproduction of documents.

The requestor is not required to pay production costs prior to delivery of the records; however, Strong Rock Christian School may demand payment of costs at the time subpoenaed records are delivered. Until such payment is made, Strong Rock Christian School is under no obligation to deliver the records.

If the requesting party needs it, Strong Rock Christian School will furnish an itemized statement describing the actions taken to justify the costs.

If the subpoena duces tecum is subsequently withdrawn, quashed, or modified by a party, Strong Rock Christian School is entitled to reimbursement for reproduction costs incurred up to the time that Strong Rock Christian School is notified of such an action.

If the parent enrolling the child pursuant to educational decision authority in any court order/custody agreement is enrolling the child without the other parent/guardian's being a party to the contract for enrollment, the enrolling parent shall provide documentation of said authority and agree to the following:

1. the enrolling parent will strictly comply with the court order/custody agreement;

2. the enrolling parent will add the other parent/guardian to all notification lists, check-out lists, information release lists, medical notification lists, etc. to ensure full compliance with the court order/custody agreement;
3. the enrolling parent will indemnify the school for any expense the school incurs should the non-participating parent be successful in obtaining a contempt order showing that the enrolling parent has violated the court order/custody agreement; and
4. the enrolling parent will notify the non-enrolling parent of the school's policies and notify the non-enrolling parent of the opportunity to meet with school officials to discuss the child's education.

The goal of this policy is to have both parents participate in the child's educational process.

Where a court has ordered that a parent may only have supervised visitation with the student(s), the enrolling parent shall provide any and all court orders to that effect and the provisions of sections 2 and 4 above will be waived.

### **Student Records and Information**

Requests for student records and transcripts must be directed in writing to the school office. Strong Rock Christian School reserves the right to withhold student transcripts and records for non-payment of tuition or fees. The school will also require the parent to sign a consent form before a student's transcript or other records/information will be released.

The school makes reasonable efforts to ensure that both natural parents (or legal guardians) receive substantially the same information (transcripts, records, appointments, etc.). The school must rely upon the correctness and completeness of parental information when the student is enrolled. In situations of divorced or separated parents, if one parent believes that the other parent is not entitled to receive certain information, the parent wishing to restrict information provided by the school must provide the school with a court order that is still in effect that specifically restricts the other parent from receiving such information.

### **School Closing**

In the event of bad weather, Strong Rock Christian School closes any time the Henry County Public Schools close. In addition, Strong Rock also reserves the right to close if the leadership deems necessary; so parents/legal guardians are advised to listen to WSB radio (750 AM) and check with WSB online for announcements about closing information. An announcement will also be placed on social media through the school website, on the telephone text message system, and email via Renweb.

## **Parents and Visitors**

Strong Rock Christian School is always happy to have parents visit, but it is important to be careful not to disturb the academic climate of the classroom.

Visitors are not permitted to visit class or be on campus during the school day without the approval of the principal. All visitors should report to the school office to sign in and obtain a visitor's pass. Guests without a visitor's pass will not be allowed into classrooms.

Visitation Guidelines:

- Visitors must be dressed conservatively.
- All class rules should be followed.
- Parent visits are expected to be 30 minutes or less.
- A conference scheduled before or after school is the appropriate time to discuss a child's progress or behavior.
- Younger children should not be included in the visit.
- Students from other schools will not be allowed on campus during the school day. All other visitors are strongly discouraged except for special days like Grandparent's Day.

Parents are also invited to have lunch with their student's class by following these guidelines:

- Check in at the school office at least 10 minutes before lunch time.
- Pay for lunch at the front office. The charge is \$5.00.

Only parents and immediate family members may eat lunch with the students. Pastors, Strong Rock Christian School alumni, and special guests may request permission through the administrative offices.

A parent, who wishes to volunteer in his/her child's classroom, should coordinate this with the classroom teacher in advance. Additional opportunities to volunteer weekly are available through the P3 organization.

Items forgotten by a child should be left in the school office. The student will be notified that the item has been delivered.

## **Communications**

Papers to be signed and important notices are sent home via folders or blogs weekly in 1<sup>st</sup> through 5<sup>th</sup> grades and daily in Pre-Kindergarten and Kindergarten classes in a folder. Appropriate papers should be signed and returned the following school day.

**If parents wish to speak with a teacher to discuss a child's progress or behavior, the teacher will be happy to schedule an appointment. Out of respect for our teachers and the students, morning impromptu conferences**

**are not allowed.** Parents should send a note or email, or call the school to request a return call from the teacher.

### **Communication Requirements**

Communication from a parent is required:

1. Following an absence.
2. To authorize a student's going home or leaving school early.
3. To excuse a student from an activity such as physical education classes for medical reasons (from a physician).
4. To request a student's extended absence be excused.
5. To authorize a student to go home with another student or change any after school care.
6. To explain reasons for tardies and absences.
7. To request a preapproved absence.
8. For a doctor's note to explain reasons for a uniform change or need to wear tennis shoes.

\*\*\* For absences, students will be considered unexcused if a note is not received by the second day of the student's return to school\*\*\* (see attendance policies)

### **Playground**

Parents should never leave their children on the playground unsupervised. This includes evening, athletic, and fine arts events. Children may not go outside to play without adult supervision.

### **Fundraising**

School-wide fundraising, our Capital Campaign and Annual Fund, are handled by the Strong Rock Christian School Development Office. Anything related to fundraising must be channeled through the President or CEO.

Neither parents or students will be allowed to sell anything at school.

### **Notice of Disclaimer**

This handbook is in no way contractually binding on Strong Rock Christian School or its employees.

This handbook is subject to change without notice from the school's governing body.

The Statement of Biblical Authority does not exhaust the extent of our beliefs.

## **Strong Rock Christian School Handbook Agreement**

The registration of a student is considered an acceptance, on his/her part and on the part of his/her parents or guardians, of all rules and regulations of our school, including the judgment of school authorities on academic and disciplinary sanctions, suspension, or expulsion of a student.

As the parent or guardian of this student, I acknowledge that I have read the Strong Rock Christian School Family Handbook online and agree to abide by its guidelines. I have also reviewed this handbook with my child(ren) and ensure full compliance and responsibility for his/her actions. I acknowledge that Strong Rock Christian School faculty cannot police the students' use of computers (or the Internet) at all times and that they will have no responsibility with respect to the materials that the student accesses or other actions the student takes that are not in compliance with this agreement. I further understand that the Board of Trustees and the Administration of Strong Rock Christian School reserve the right to amend, alter, add, or delete information from this Handbook at any time as deemed necessary.

We have read and understood all statements and provisions set forth in the Student/Parent Handbook.

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

If there are any questions concerning the contents of the Strong Rock Christian School Family Handbook, either now or as the school year progresses, please contact the elementary principal or the academy/high school principal. Using the contents of this handbook as a guide should make this year more successful for students, parents, and faculty.

Strong Rock Christian School admits students of any race, color, national origin, and 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, national origin, or ethnic origin in administration of its educational policies, admission policies, tuition assistance, and athletic and other school-administered programs.