



A GREAT place for ordinary kids to become EXTRAORDINARY people!

Parent/Student Handbook

2011-2012

Accredited by:

ACTS (Association of Christian Teachers & Schools)
NCPSA (National Council for Private School Accreditation)
NWAC (Northwest Accreditation Commission)

Approved by:

State of Washington

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Federal Way, WA 98003

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info@christianfaithschool.com

www.christianfaithschool.com

Section 1 – Staff Information

Email is the best way to contact our teachers as they do not have direct phone lines. However, you may reach the voice mailbox of a teacher at anytime by dialing **253.943.2500** and following the prompts to “dial by name” or by entering the voicemail extension listed below.

Administration	Responsibility	Email Address	Phone Extension
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Board of Directors: Doug Ostrom, Morgan Llewellyn, Clay Petry, Jeff Green & Debbie Willis

Welcome Parents and Students:

Christian Faith School has been in operation as a state and nationally accredited private Christian school since 1984. It is our purpose to provide excellent academic classes integrated with a Biblical worldview in an environment for personal growth and success in life for young people.

"For by Him all things were created: things in heaven and on earth, visible and invisible, whether thrones or powers or rulers or authorities; all things were created by Him and for Him." (Colossians 1:16)

There are three foundational differences between Christian and secular education: the teachers, the curriculum and the philosophies. All of our classes are taught by born-again instructors modeling the Christian life, led by the Holy Spirit and trained to personally mentor students as well as instruct them. Each of our classes is taught with a Biblical Worldview approach. No subject can be taught in the totality of its truth if the Creator is ignored or denied, whether that is history, science, language, math or the arts. We seek to see lives transformed into the image of Christ as we apply the truths of God's living Word into every-day life circumstances and the materials presented, so that our students will receive an education that transforms as well as informs. This is the essence of a true Christian education.

As we team together with the parents, we pray and believe that your experience with Christian Faith School will be a rewarding, fulfilling experience that will last you for eternity, and that you will see true transformation in the lives of your children.

May God Bless Your Families,

Tom Puddy

Tom Puddy, Principal

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Section I: Statement of Faith, Biblical Worldview

Statement of Faith

We believe there is one God, eternally existent in three persons- The Father, the Son and the Holy Spirit. (Genesis 1:1, Matthew 28:19)

We believe in the deity of Jesus Christ and His virgin birth. We also believe that He led a sinless life, performed miracles, died on the cross for our sins, was buried and raised from death unto eternal life on the third day. He is now at the right hand of the Father in Heaven and will soon come again in power and glory to reign for eternity. (John 10:33, Isaiah 7:14, Luke 1:35, Hebrews 4:15, Ephesians 1:7, Romans 8:9, 1 Corinthians 15:4, Mark 16:9)

We believe every human-being is born a sinner and can only find total forgiveness and salvation by grace through faith in Jesus Christ and by making Him the Lord of their life. (Romans 10:9-10, Romans 3:23)

We believe the Holy Spirit is given to all believers in Jesus Christ when they are born-again and that His gifts are available for believers today to empower them for living a victorious life as witnesses for Christ. (Acts 1:8, Ephesians 4:30, Acts 2:38)

We believe in the authority of the believer to live a triumphant, abundant life in Christ. (John 10:10, Luke 10:17-19, Mark 16:17-18, Genesis 1:28)

We believe God has a plan and a purpose for every person which is only to be found in Jesus Christ. (Jeremiah 29:11, Psalm 139:16)

We believe the Bible to be the inspired and only infallible, authoritative, all sufficient Word of God. (2 Timothy 3:15, 2 Peter 1:21)

We believe that every believer is to grow and mature through the study of the Bible, prayer, and the renewing of the mind to God's Word, the Bible. (Romans 12:1-2)

Biblical Worldview

The educational program of Christian Faith School and our methods of teaching are dependent on a Biblical philosophy that provides the viewpoints, truths taught and principles for life found in the Bible. The concepts of a Biblical Worldview cover five main areas which are large in scope and include, but are not limited to the following:

1. God:
 - God is the creator and sustainer of all things.
 - The Holy Spirit has been sent to empower believers and lead our lives.
 - Jesus came so we might have an abundant, healthy, successful life.
2. Creation:
 - The world was created and is being sustained by God
3. Mankind:
 - Mankind was created in the image and likeness of God.
 - Through Christ we are totally accepted by God.
 - Believers in Christ have His unmerited favor and the blessing of God on their lives because of what Jesus has already done for them on the cross.
 - God has a plan for every person He has ever created.
 - There is total forgiveness in Christ.
4. Moral Order
 - Principles of moral order come from God's Word and apply to all people.
 - Knowing the truth will set you free and transform your life.
 - Meditating on God's Word brings success and prosperity.
5. Purpose
 - All mankind has been created for a purpose.
 - Living bigger than ourselves, serving and giving brings true fulfillment in life.

Section II: Who We Are

VISION *(Long-term objectives)*

Christian Faith School is a culturally-diverse, model school which provides a premier, Bible-based education.

We are a community-involved school developing extraordinary students as servant leaders, equipping each individual to approach life with a Biblical worldview. **We create an environment of critical thinking and innovation with teaching excellence and cutting edge technology.** Students are developing character by learning to be led by the Holy Spirit, achieving academic mastery, excelling in work ethic, developing healthy lifestyle habits, practicing social skills, and modeling the Christian lifestyle. The vision will be achieved as students demonstrate these values and skills in society and are in high demand by first-rate colleges, businesses and ministries.

MISSION *(What we do every day)*

CFS offers students a superior Bible-based education that equips them to be socially relevant and fully prepared for higher achievement.

CORE PRIORITIES *(Primary values and areas of focus)*

- Teach & exemplify foundational Biblical truths
- **Instilling vision & purpose in the heart & mind of every student**
- **Leading in academic discipline, inspiring life-long learning**
- Train students in social skills, critical thinking, and conflict resolution
- Use technology to inspire innovation
- Help students to understand the importance of personal character

NONDISCRIMINATORY POLICY:

Christian Faith School admits students of any sex, race, color, national, or ethnic origin to all rights, privileges, and activities generally accorded to students of the school and administration of its educational policies, admissions policies, scholarships, or athletic and other school administered programs.

Section III: ADMISSIONS AND REGISTRATION

I. Admission Requirements:

A. New Students

1. Completed application forms and parental agreement with Christian Faith School policies and educational philosophy
2. In secondary, the student must desire to attend Christian Faith School and be willing to abide by the policies and Honor Code of Christian Faith School
3. Personal interview with parents, and 6-12 grade students with principal
4. Current Immunization Records (K4-12)
5. Birth Certificate (K4-12)
6. Report card from previous school (K-8), or transcript (9-12)
7. Paid registration fee
8. Entrance test and paid entrance test fee
9. Signed FACTS agreement, or tuition and fees paid in full

B. International Students

International students are required to meet all admission requirements of new students in addition to the following:

1. I-20 Processing Fee
2. English proficiency exam or provide current TOEFL or SLEP score
3. Enrollment in English Second Language (ESL) until English language level is proficient as evidenced via testing
4. Copy of Visa/Passport
5. Household Register in place of Birth Certificate

C. Re-enrollment

1. Enrollment form
2. Registration fee
3. Signed FACTS agreement, or tuition and fees paid in full

D. Age Requirement

Students must attain the following age by September 1st:

Kindergarten: 5-years-old

Grade 1: 6-years-old

E. Admission and Continued Admission

Admission and continued admission to Christian Faith School is a privilege and not a right.

II. TUITION AND FEES

Tuition and fees are quoted in annual amounts and cover ten months of school.

A. Fees:

1. All testing and registration fees are due upon enrollment and are non-refundable and are non-transferable. All other listed fees will be included with tuition when your account is set up and are payable on a ten-month plan. If payment is made for a full year or semester those fees will be due on July 1st along with the tuition payment. These fees are also non-refundable and non-transferable.
2. New families to CFS will be charged a one-time Campus Fund fee of \$400. This fee is due upon enrollment.

B. Tuition: There are three options for Domestic Student tuition payments:

1. **Full year.** This is one payment. The payment is due on July 1st. CFS offers a 5% tuition discount for accounts paid in full prior to or on July 1st. If you wish to pay by credit card your discount will be 2%. All fees are due and payable on July 1st.

2. **Semester payments.** These are two payments. The first payment is due on July 1st. The second payment is due on the first day of the second semester.
3. **Monthly payments.** These are ten equal payments, August through May. These payments are made through a FACTS contract which is an automatic bank draft payment agreement system. The withdrawal dates are the 5th and/or the 20th of each month. An annual enrollment fee of \$41.00 is charged by FACTS and will be withdrawn from your account within 7 days of the agreement being posted to the FACTS system. The agreement will remain in force until all tuition payments are complete. Changes may be made to your contract upon approval of the Tuition Accounts Manager. A FACTS change form must be completed and signed a minimum of five business days prior to the date of the draw. In addition, any monthly tuition payment not drafted by FACTS is subject to a \$25.00 handling fee.

C. Insufficient Funds:

If the tuition bank draft is returned for insufficient funds, a fee of \$25.00 will be assessed by CFS. In addition your bank and FACTS may also charge a return item fee. Notification will be made in writing by CFS to the responsible party. Replacement payment must be made to the school business office in the form of cash, cashier's check, or money order by the CFS requested date. Monthly tuition payments are considered delinquent upon funds rejection from the bank. If the account is not paid within the time specified, the student will be withdrawn from classes until the tuition is paid. Insufficient checks and declined credit/debit cards will be handled in the above mentioned manner.

D. Withdrawal

If a parent/guardian wishes to withdraw a student, an exit interview with the principal or administrator is required. For students withdrawing after August 1st a withdrawal fee of 10% of the annual contract will be charged. For students withdrawing after the first day of school, tuition will be prorated and 10% of the annual contract will be charged. The same policy applies to students who have been expelled. Any eligible refund is first subject to deduction of outstanding balances. Official student records will not be released until all past due amounts have been paid and all school property returned. Unpaid debts are subject to official collection agency procedures.

Section IV: SCHEDULES AND ATTENDANCE

I. Schedules

A. Grade K4

8:00 a.m. to 11:30 a.m.; students must be picked up by 11:35; or a fee of \$1/minute will be charged thereafter.

B. Grades K-12

8:00 a.m. to 3:00 p.m.

C. Morning Arrivals

1. Students should not arrive earlier than 7:30 a.m.
2. Eagle's Club is available for elementary students needing to arrive between the hours of 6:30 a.m. and 7:30 a.m. Additional fees apply.
3. Secondary students may not be in the secondary wing until 7:30 a.m.

D. School Dismissal

1. All students will be expected to depart school premises by 3:30 p.m. The only exceptions are those students participating in after-school Eagle's Club or after-school sports activities. Christian Faith School is not responsible for secondary students arriving before 7:30 a.m. or left on campus after 3:30 p.m.
2. Students leaving campus during school hours must be signed out by an adult whose name is on file with the Registrar.

II. Attendance

Students are encouraged to be punctual and maintain good attendance. Grades K4-8 maintain a closed campus; therefore no student is permitted to leave school before dismissal time, except with an office pass. Grades 9-12 may leave campus for lunch, with parental approval. Consent form must be on file in the office.

A. Mandatory Attendance

1. **In grades 1-8**, students who are absent more than (18) days for the school year will not receive credit for the year or for the particular course load from which they were absent whether excused or unexcused.
2. **In grades 9-12**, students who are absent more than (9) days per semester in any course will not be given credit for that course for that semester whether excused or unexcused.

B. Excused/Unexcused Absences (*pertaining to Secondary School only*)

1. An absence is defined as missing more than 10 minutes of class.
2. An excused absence is defined as any absence followed by a note from the parent on the day the student returns.
3. An unexcused absence is defined as: an absence in which the student did not bring a note the next day, skipping a class, or arriving more than 10 min. late to class

C. Absence School Event (ASE)

Absences for school events (athletic contests, fine arts performances, field trips, or any other event sponsored by the school) do not count against the student's maximum absence allowance and are excused by the school administration. Students are required to keep up with course material and assignments while missing class for school events.

D. Extended Absences

For reasons other than the above, parents should submit a written note to the office, explaining the reason for the absence one week prior to the date absence will begin. After the request is approved, the teachers will assign the make-up work necessary.

E. Return From Absence Procedure

All students returning from an absence must submit a signed note from his/her parent to the receptionist. The note should state the date of, and reason for the absence.

1. Students without a note will receive an unexcused absence from the office and will be issued a suspension.
2. A grade of "0" will be issued for each unexcused absence.
3. No make-up work will be allowed for unexcused absences.

F. Make-up Work

1. Students with excused absences will make up any work deemed necessary by the teacher and keep up with the academic progress of the class.
2. Parents are encouraged to pick up student assignments and books in incidents of prolonged absence. Coursework can be followed daily via Focus online posted assignments.
3. Students will have the same number of days as they were absent, to prepare for make-up exams, quizzes, or homework.
4. Make-ups should be scheduled before or after school, with the teacher.

G. Credit Redemption for Excessive Absenteeism

1. **In grades 1-5**, when a student does not meet the mandatory attendance requirements, he/she may redeem school days or hours at the discretion of the classroom teacher and/or administration. Fees may apply.
2. **In grades 6-12**, students who do not meet the mandatory attendance requirements will redeem credits/hours by:
 - a. **Semester 1:** Students must attend Saturday school. Fee per hour: \$20
 - b. **Semester 2:** Students must attend summer school starting (8 am -12 pm) until credit hours are redeemed. Fee per hour: \$20

Note: No credit hours may be redeemed during the school day or during detention.

H. Tardy Policy

1. In grades K4-5, a tardy will be defined as arriving at class 5 minutes late.
2. In grades 6-12, a tardy is defined as arriving up to 10 min. late to a period. Upon the 4th tardy per quarter, the student will serve detention. Each single (1) tardy thereafter will result in an additional detention. Upon the 4th detention, a student will be issued an administrative suspension. Tardy marks accrue and are expunged on a quarterly basis.
3. In grades 6-12, if a student misses more than 10 minutes of a class period he will be marked absent.
4. In grades K4-12, there is no differentiation between an excused tardy and an unexcused tardy.

Section V: Academics

I. Grading Scale:

<u>Letter</u>	<u>Percent</u>	<u>Letter</u>	<u>Percent</u>	<u>Letter</u>	<u>Percent</u>	<u>Letter</u>	<u>Percent</u>
A+	98-100	B+	87-89	C+	77-79	D+	67-69
A	93-97	B	83-86	C	73-76	D	63-66
A-	90-92	B-	80-82	C-	70-72	D-	60-62
						F	Below 60

All grades are based on percentage. Tests are valued at 60% of the course grade; quizzes at 25% and homework at 15%.

A. Grade Checks

Parents are highly encouraged to regularly check their student's progress using Focus; our student information system which is automatically updated with attendance and grades for each class.

B. Grade Reports

Hard copies of students' current grades are available upon request from the teacher. Report cards will be issued every nine weeks in grades K-12.

C. Parent/Teacher Conferences

There are two regularly scheduled parent/teacher conferences already posted on the calendar, however, parents are encouraged to regularly communicate with the teaching staff throughout the year about the progress of their child. Please call the school office to schedule a time when they will be available to meet.

D. Helps Classes

Students struggling in one or more of their subjects can set up individual assistance with their classroom teachers outside of regularly scheduled class times. Study skills and advisory classes will be provided at the secondary levels for students to receive personal assistance in a given subject area. Private tutoring is also available with our staff for an additional cost outside of the regularly scheduled school day.

E. Homework Guidelines

Homework is a part of every class: 1) To increase reading abilities and develop sound study skills 2) To give students a chance to complete already given assignments 3) To increase understanding of classroom instruction. However, all homework is given to reinforce what has already been taught in the classroom and is not meant to introduce new material.

Homework for elementary students should be able to be completed within 1 hour, including reading time. Jr High students can expect up to 90 minutes of homework while high school students may have up to two hours especially 11th and 12th graders with Advanced Placement college-level classes. Homework will be limited on Wednesday nights to allow for youth group and local church activities.

F. Honor Roll

Honor Roll will be published after every quarter of the school year. All students with a 3.5 gpa (90%) or better will receive honors recognition and be placed on the Honor Roll. Honor Roll designation begins with Grade 3.

G. Minimum Grade Standards

1. Credit for classes:

- Secondary students will fail to receive credit for any class with a semester grade lower than a D- (62%) and must repeat the entire class or attend summer school to receive graduation credits.
- Elementary students who fail two or more subjects must repeat that grade or get summer school and pass a minimum competency test before advancing into the next grade level.
- All students in grades 6-12 who fail math and/or English must attend summer school.

2. Probation: Secondary students failing to maintain at least a "C" average (70%) and/or fail two or more subjects in any given quarter will be placed on academic probation and be required to obtain additional tutoring/ instruction until the grades improve. Students on probation will be ineligible for athletic competition. Failure to improve grades to a passing status within the next quarter may result in expulsion from CFS.

II. Graduation Requirements

Each course is half credit per semester, unless otherwise noted. Students must earn a minimum of 26.5 credits in grades 9-12 for graduation.

Core Courses	Credits	Notes
Bible	4	
English	4	
Social Studies/History	3.5	Wa. State History: .5 credits
Math	3	
Science	3	
Electives	Credits	Notes
Fine arts	1 (required)	
P.E.	1.5	.5 credit for sport participation
Health	.5	
Foreign Language	2	
Vocational Project	1	.25 per year
Other Choices		Offers vary from quarter to quarter

III. **Student Classification**

Every high school student attending four or more courses per day is considered a full time student.

Grade 9	0-6 Credits
Grade 10	7-13 Credits
Grade 11	14-20 Credits
Grade 12	21-26.5 Credits

IV. **Class Rank**

To qualify, a student must attend CFS fulltime. In grades 6-8 the student is eligible for class rank after completing one full year. In grades 9-12 the student is eligible for class rank after completing two full years.

A. Valedictorian/Salutatorian

These top academic honors will be determined by adjusted cumulative G.P.A. at the end of the final semester. Students must have completed a full schedule at CFS for both the Junior & Senior years.

B. Modified Diploma

CFS offers Individual Education Plans (IEP) in addition to "helps" classes for those students requiring personal assistance in order to keep pace with their grade-level classes and graduate on schedule. Students on these plans will receive a "modified diploma" at graduation and will not be eligible for class ranking based on G.P.A., nor end of the year awards in subjects where the altered plan has been applied.

C. Independent Study

Students who desire to advance a grade level or work independently through Running Start or other programs offered, yet still desire to be a part-time student at Christian Faith School must submit a detailed, written plan to the administration in advance of starting any work for approval.

These students are considered part-time and:

- (1) Are not eligible for class rank, leadership office positions or honor roll.
- (2) May only be on campus during their scheduled CFS class(es).

D. Honors Classes

Five points will be calculated into the yearly G.P.A. of students passing designated honors classes. (A minimum grade of 70% overall is required to receive these honors points.)

E. Advanced Placement Classes

AP US History
AP Government
AP Calculus
AP Language
AP Literature
AP Physics

Ten points will be calculated into the yearly G.P.A. of students passing designated AP classes due to the caliber of instruction at high school level.

(A minimum of a 70% overall is required to receive these AP points.)

Students registered for an AP class are required to take the AP exam for that course. Additional fee applies for testing.

- F. Credit
1. Students in 8th grade who successfully complete high school-level courses may be given high school credit for the following: Washington State History, Algebra I, Giant Campus Electives as space is available, and Foreign Language level I.
 2. Student Teacher Assistants: Will receive half credit for a full year's work. A pass or fail grade will be issued.
 3. PE Credit for Major Sports: Half credit will be granted for each completed sport. A pass/fail grade will be issued.
 4. Sports managers will receive .25 credit per sport as an elective credit
- G. Adding/Dropping Classes: Forms must be completed within the first three weeks of a new semester upon administrative/teacher approval.
- H. **Electives:**
Students must decide their elective by the third week of the school year. From that point, changes may be made only at the end of the first semester.
- I. **Student Academic Services (SAS):**
All students can learn. Christian Faith School provides a variety of support for students who are not succeeding or are at risk for failure.
- Learning resources currently offered at Christian Faith School include:
- Study Skills Electives
 - English as a Second Language (ESL)
 - Individualized Education Plan (IEP)
 - Personalized Tutoring

Section VI: Athletics (Grades 6-12)

Christian Faith School believes that a complete education includes the opportunity to participate in sports. Student-Athletes are expected to uphold the highest of academic and behavioral standards to maintain the privilege of participating on CFS athletic teams. Additional fees may be charged to athletes for uniforms, travel or equipment.

I. Participation Requirements

An Athletic Eligibility Card must be obtained from the Athletic Director showing fulfillment of the following participation requirements prior to the first practice. The yellow copy of this 3 part form must be submitted to the head coach in order to participate.

- A. **Age Restriction:** Students in grades 9-12 can be no older than 19 years of age on September 1st of the school year.
- B. **Medical Insurance**
Must show proof of medical insurance or purchase insurance through the school.
- C. **Physical Examination**
Physical examinations must be done every two years and be on file with the athletic director prior to participation.
- D. **Concussion Information**
A Concussion Information sheet must be read, signed & dated by athlete and parent/guardian. This form must be on file with the athletic department prior to participation.
- E. **Participation Form**
A Participation Form must be completed for and signed by the parent/guardian granting permission and agreeing to the risks of the sport. This form must be on file with the athletic department prior to participation.

II. Practice

Daily, except on game days. Grades 5-8 may have fewer scheduled practices.

III. Eligibility

A. Academic Eligibility

Student must have no less than a 62% cumulative average in each course he/she is taking. Academic eligibility will be determined on a weekly basis. Grade checks will be done on Mondays.

B. Attendance Eligibility

1. Students must attend at least a half-day of school in order to participate in a game or practice.
2. Running Start students must take 50% of their courses required for graduation at CFS in order to be eligible for athletic participation with CFS.

C. Academic Standards Not Met

Should academic standards not be met, a student will:

1. Be placed on probation for the following week. Student will practice and play, but will be notified of the need for academic improvement.
2. If each grade is not improved to a minimum of 62% cumulative average by the end of the one week period, the student will not be allowed to compete until academic eligibility has been met at the next reporting period. Athletes must attend practice and games, but may not "suit up" for contests.
3. **Any student receiving an "F" on a report card for the quarter will automatically be benched without a probationary period.**
4. Benched students are not eligible for early dismissals.
5. Students who have been benched due to clerical error will be cleared by the registrar.

D. Academic Bench Appeal

An agreement may be established between the parent, teacher, supervisor and principal to allow a student to compete during a week of academic bench due to noted exceptional progress or extenuating circumstances. The Academic Bench Appeal Form once signed will remain on file in the student's permanent record. Appeal forms may be obtained from the school receptionist. Student-athletes may be granted a maximum of one appeal per sports season.

IV. Uniforms & Gear

Athletes are responsible for the care and maintenance of all issued uniforms and gear. School records will be retained by CFS for failure to return uniforms and equipment in good condition. Students are responsible to pay for the purchase of missing or damaged equipment.

Section VII: INFORMATION AND GUIDELINES A-Z

Automobiles: Student Use

Students driving carelessly and unsafely or breaking the law while on campus will be given one warning. All student drivers must abide by Washington State Laws. Failure to do so will result in campus driving privileges being revoked and parents being contacted for discipline purposes.

Bullying, Intimidation and Harassment

Christian Faith School provides a safe working environment that protects the legal rights of all individuals involved. We carefully follow state and national laws in place for such incidents. It is our policy that any student, teacher, staff member, parent or volunteer who intentionally harass or intimidate or bully another student, staff member or CFS parent with written, verbal, electronic, or with physical acts substantially disrupting or threatening the orderly operation and work environment of the school, shall face serious discipline action. Those involved will immediately be dealt with and not allowed to remain in classes until the situation has been dealt with by the administration. Specific guidelines are listed under "Discipline: Major Offenses." This applies to all CFS employees, students, parents and volunteers. Bullying will be handled as a Major Offense and will result in such action as suspension, probation, and possibly expulsion. Washington law states that parents can be sued for the behavior of their students. All serious acts will be reported to the proper authorities for further action if required by law to do so. This includes all activities on and off campus.

Busing

Christian Faith School offers limited bus service from Auburn to Renton to SeaTac and other local sights within a ten mile radius. Routes are determined by the numbers of students in any given area. Please contact the school to find out if your area is covered and you would like to be included. There is a minimal fee charged to cover fuel, driver and maintenance costs.

Cell Phones and Electronic Devices

The regulations specifying cell phone and electronic device use on campus are to promote a positive learning environment for students and faculty. Use of communication devices are permitted on campus and at school sponsored activities under restricted conditions. All classroom use of electronic devices is limited to enhancing the educational value of materials being taught under teacher supervision. Electronic devices include cellular/digital phones, laptops, video/audio recording devices and any new technology developed for similar purposes. All use outside the classroom must be in agreement with our student code of conduct. Any student wishing to use any type of electronic device must submit a signed copy of the "Electronic Devices Agreement" form found at the back of this handbook.

1. Use of electronic devices are permitted on campus at the teacher's discretion and supervision for educational purposes only.
2. All electronic devices are required to be turned off and are not permitted to be used on campus:
 - a. During class periods, chapel, opening, study hall, unless instructed by teacher for classroom purposes.
 - b. To threaten, harass, ridicule, cyber-bully, and/or sexting. (See Discipline – Major Offense)
 - c. To photograph, videotape, or record students or staff at school or school activities without prior consent of parents/guardians and approval of school staff, unless sanctioned by the Dean of Students for particular school events such as awards, assemblies, sporting events or performances. (See Discipline – Major Offense)
3. The school is not responsible for the damage or loss of electronic devices brought on campus or to school sponsored activities, regardless of whether the device is in the possession of a student or school official upon confiscation. **Students are responsible for the safety and security of all items brought to school.**

Note: In the event a student needs to be contacted please call the school offices at #253-943-2500.

Chapels and Openings

A major part of all we do at Christian Faith School is to put God first every day with worship, prayer and ministry of the Word. All students are required to attend and participate in these activities. While the Secondary students and staff start the day with these activities in the NXL, the Elementary students all begin their day with the same in their classrooms. We start right at 8:00 sharp every day and attendance is mandatory for all students.

Computer/Internet Use

All students using the internet will have signed the "Electronic Device Use Agreement Form" in place at the back of this booklet. This is to be turned in to your homeroom teacher and kept on file. No student will be allowed to use CFS computers without this completed and signed by both student and parent/guardian.

NOTE: No student is allowed to use a teacher's computer or to be at any school computer without direct adult supervision.

Curriculum

At CFS we place the emphasis on "Christian." We have Christian teachers, we support the local church and have a Biblical Worldview in every class we offer. Not all of our curriculum is published by Christian publishers, however, so our teachers are trained to integrate Biblical truths into the classes they are teaching. Our goal is to produce discerning students that can think on their own and develop critical thinking skills with a Biblical worldview mindset. All classes are designed to be thought-provoking and challenging and take the students to new levels of faith. Please visit our school website for a full list of curriculum used at

www.ChristianFaithSchool.com

Detentions and Referrals

Referrals (grades PK-5th) and detentions (grades 6-12th) will be issued to students for repeated, minor discipline infractions after first attempting to resolve the problem in the classroom and with phone calls to the parents. A detention room will be provided for offenders with a staff person in charge. Students will be required to serve it within 2 days of the date issued. They must arrive on time, be in their seat ready with work to do at the start of the detention period. Disruptions or failure to remain in the detention room for the duration of detention will require another day of detention.

Discipline: "The Lord disciplines those He loves." (Heb. 12:6)

We encourage staff to handle most discipline situations personally and discretely. This, combined with strong student leadership will establish positive peer pressure and a productive learning environment. Our main focus is not on giving attention to the bad behavior, but rather on giving recognition to all the great things that we see with the attitudes as well as actions. We want to be known as a school that builds students up and yet is consistent with our standards and have clearly set the boundaries. Our words have incredible power and we constantly pray for and speak victory and life over our students. They are extraordinary!

Discipline: Minor Offenses

A minor offense is defined as repeated misbehavior, offense, or nonconformance causing an annoying disruption or disturbance. In most cases, these are handled within the classroom or hallways by the teachers or staff at their discretion. These are such things as horseplay, disruptively talking out of turn, disturbing others, throwing objects, homework not done, dress code violations, meddling or accidentally damaging property. The next step is a conference with the parent, either over the phone or in person. Detentions (grades 6-12) and Referrals (k-5th grades) will be given next. However, in most cases these incidents are handled in the classroom or with a phone call home.

Discipline: Major Offenses

A major offense is defined as rebellion, disrespect, bullying, immoral behavior, obscenity, lying, stealing, cheating or profanity. It also includes inappropriate use of electronic devices such as sexting or texting or inappropriate or illegal use of social media websites, willful defiance, and disrespect to those in authority, possession of illegal drugs, tobacco, alcohol, firearms or pornographic materials. Also included are cutting classes, fighting, violation of computer use agreement, sexual immorality and unsafe use of a motor vehicle. It is also the consistent, repeated or blatant lack of control and/or foolish behavior or acts endangering the well-being of self, other students, staff or school property seriously interrupting the orderly operation and work environment of the school.

All major discipline offenses whether on or off campus will result in a written report being filed, the student immediately removed from all classes, parents contacted and possibly further disciplinary action taken such as, but not limited to a parent/teacher/administration meeting, suspension, probation, student behavioral contract or in serious cases, expulsion and legal authorities contacted.

Important Note: Parents are legally responsible for the actions of their children in the State of Washington.

Representation: If a student brings material to school and 'represents' this material as an illegal substance or on object as a weapon, then this will be viewed as the real and viable ACTION.

Discipline Definitions:

- Warning – A verbal or written warning by any teacher/staff member
- Referral – Written discipline report to Administration by a teacher/staff member
- Detention – Disciplinary time spent after school – for minor offenses
- Administrative Conference – Administration meets with the student and possibly the parent/guardian. Faculty may also be asked to attend.
- Suspension – Unexcused time spent at home from 1-5 days for more serious behavior violations (zero credit)
- Behavior Contract – Written consequence agreement between student, staff and parent
- Social Probation – Prohibited from attending school functions including field trips, sporting events, etc.
- Friday Detention – Extended disciplinary time spent at school on Friday afternoon from 3-5
- Administrative Warning – Verbal and written explanation of discipline upon continued offense
- Withdrawal – Administration recommendation for voluntary removal from school.
- Expulsion – Forced removal from school by the Board of Directors decision. Expulsion remains on the student’s permanent record.
- Disciplinary Probation – An action plan to assist students with unsatisfactory behavior. Student progress will be monitored and evaluated.

Major Offense	1 st	2 nd
Arson – any fire on campus	Recommendation for Withdrawal Possible Expulsion Referral to Law Enforcement Agency	Immediate Expulsion
Assault and Battery	5 day Suspension Referral to Law Enforcement Recommend for Withdrawal Possible Expulsion	Immediate Expulsion
Bullying, engaging in harassment, threats, or intimidation	Administrative Conference with Parent Immediate Investigation Possible Law Enforcement Possible Suspension/Withdrawal	Recommend for Withdrawal Possible Expulsion

Committing an obscene act	Administrative Conference with Parent 2 day Suspension – minimum Recommend for Withdrawal Possible Expulsion	Recommend for Withdrawal Possible Expulsion
Engaging in habitual profanity or vulgarity	Administrative Conference with Parent 2 day Suspension – minimum	Recommend for Withdrawal Possible Expulsion
Fighting/Assault	Administrative Conference with Parent Possible Law Enforcement 1 day Suspension –minimum	Recommend for Withdrawal Possible Expulsion
Forgery	Parent Notification 1 day Suspension	3 day Suspension Recommendation for Withdrawal
Habitual Lack of Self-Control	Administrative Conference Friday Detention	Administrative Warning 2 day Suspension Social Probation
Inappropriate or Illegal use of internet and/or electronic devices	Administrative Conference with parent Friday Detention Possible referral to Law Enforcement	Administrative Warning 2 day Suspension – minimum Recommend for Withdrawal Loss of Internet Access and/or Confiscation of Electronic Device for 9 weeks
Sexual Immorality	Administrative Conference with Parent Possible Referral to Law Enforcement Counseling Program	Recommend for Withdrawal Possible Expulsion
Plagiarism/Cheating	Administrative Conference with Parent Zero Credit	Administrative Warning 1 Day Suspension - minimum
Possession of a Weapon: An “injurious object” or an imitation of firearm/weapon	5 day Suspension Referral to Law Enforcement Recommend for Withdrawal Possible Expulsion	Immediate Expulsion
Rebellion/Disrespect/Lying	Administrative Conference Friday Detention	Administrative Warning Social Probation 2 day Suspension - minimum
Smoking or Possession of Tobacco Products	Administrative Conference with Parent Behavior Contract	Administrative Warning 1 day Suspension-minimum
Sexual Harassment	Possible Law Enforcement Involvement	Recommend for Withdrawal Possible Expulsion
Truancy (skipping class)	Administrative Conference with Parent 1 day Suspension	Administrative Warning 3 day Suspension Possible Recommend for Withdrawal
Unlawfully possessing, selling, furnishing or being under the influence of any controlled substance...or the ‘REPRESENTATION’ of such items	Administrative Conference with Parent 3 day Suspension - minimum Recommend for Withdrawal Possible Expulsion Counseling Program	Immediate Expulsion

Unlawfully possessing, offering, arranging, or negotiating to sell any drug paraphernalia	Referral to Law Enforcement Recommend for Withdrawal Possible Expulsion	Immediate Expulsion
Unsafe Use of Motor Vehicle	Administrative Conference with Parent 5 day Parking Privilege Revoked Possible Law Enforcement	1 year Parking Privilege Revoked
Vandalism/Theft – CFS assumes no responsibility for any personal property lost or stolen (parents are liable for damages)	Administrative Conference with Parent 2 day Suspension – minimum and Restitution	Recommend for Withdrawal Possible Expulsion
Violation of Computer Use Agreement	Friday Detention	Administrative Warning 1 day Suspension- minimum 9 week loss of Computer Use Privilege

Dress Code (revised for all grades, 2011-2012)

Christian Faith School stresses the Biblical standards of decency and modesty (1Timothy 2:9 and Romans 12:1), the expectation of a neat and clean appearance, and a Christ-like attitude. Student’s dress should not distract from the school mission of ***“Providing a great place for ordinary kids to become extraordinary people.”***

Dress and appearance have a direct influence on the learning environment. Dress is often related to the attitude and demeanor of students in their campus relationships and in their communication with faculty and staff. Students must adhere to the school dress code at all times while on campus and at school functions.

Parental review before a student leaves for school is an important contribution to meeting dress code standards.

Dress Code Standards

- Clothes must not have holes (either deliberate design in the clothing or obvious tears).
- Proper footwear is to be worn at all times for safety purposes.
- Athletic team jerseys may be worn for game days only.
- Any clothing, jewelry, backpacks, binders, book covers, etc. with logos, slogans, pictures promoting drugs, alcohol, tobacco, sexual imagery, rebellion against authority, gang, or anything contrary to Christian standards may not be worn or brought to school.
- Sweatpants, board shorts, or pajamas may not be worn.
- Body piercing or tattoos (permanent or not) are not allowed. Students are to refrain from body piercing and tattooing while attending CFS with the exception of pierced ears for girls.
- Students entering CFS who already have body piercings other than a girl’s ears are required to remove them while on campus and at all school sponsored activities. Covering piercings with a patch or band-aid is not sufficient. Tattoos are to remain covered at all times.
- Hair should be neat and clean. Length (for boys) should not exceed below the bottom of the back of the collar and should be out of the eyes. Extreme styles or colors are not allowed.
- Hats and hoods are not to be worn inside classrooms or during Openings or Chapels. Violations will be dealt with at the classroom level. Consequences are at the discretion of the classroom teacher.
- Sunglasses must not be worn indoors. Violations will be dealt with at the classroom level. Consequences are at the discretion of the classroom teacher.

Dress Code for Female Students

- Dresses, skirts, and shorts must be modest and fit properly. As a general rule the length should be no more than 5 inches from top of knee when standing and seated. This standard includes dresses/skirts/tops/shorts worn with leggings.
- Shirts/tops must be modest and fit properly, covering the back, cleavage, and midriff.
- Shirt straps must be 1 ½ inch or more and cover bra straps
- Undergarments must not be visible.

Dress Code for Male Students

- Facial hair will be allowed as long as it is neat and trim.
- Muscle shirts, undershirts, or tank tops are not allowed to be worn as outer garments. All shirts must have sleeves. Cutoff sleeves are not allowed.
- Excess jewelry such as chains, spikes, studs or the like are not allowed.
- Pants must fit properly (neither too small nor too large). Undergarments must not be visible. Pants must cover the entire behind.

Physical Education Uniform:

- K-5th grades: Christian Faith School t-shirt and shorts with socks and tennis shoes. Sweatpants and sweatshirts will be allowed on cold weather days.
- 6th-12th grades: Secondary students may wear personal athletic attire that coincides with dress-code guidelines.

Dress Code Violations

If a student is out of dress code during the school day, teachers and Administration will work with them to resolve the issue as promptly as possible so they may return to class and not to cause a disruption in the learning environment. Students will not be allowed to attend class if they are out of compliance with CFS dress code.

If the student needs to be sent to the office for a dress code violation that may be resolved in the next ten minutes, a tardy will be assigned and the student will return to class as soon as the violation has been corrected. If a resolution cannot be provided in the first ten minutes, the students will be given an unexcused absence.

If a student is out of dress code more than once on the same day, or becomes a habitual offender, he or she will be considered willfully disobedient and further consequences will result. Such consequences include parent notification, and the student may be sent home or assigned lunch clean-up, detention, or in-house suspension. Administration reserves the right to determine appropriate modest attire for each individual situation.

Eagle for a Day: "Student Visitors"

At several times during the school year we invite students from all over the area who don't attend Christian Faith School to be our guest for a day. All guest students are teamed with one of our students to visit the classes, enjoy activities, take part in student-led games and enjoy a huge BBQ for everyone. Check the calendar for the times and dates.

The Best Part: You don't have to wait!!!! New potential students and parents can visit our campus any day and we will make them feel right at home. Registration is required by calling the school office.

Expulsion

Major discipline offenses or numerous suspensions may result in the student being expelled from Christian Faith School. Expulsion occurs at the discretion of the administration after consultation with the parents/guardians of the student involved and must have the approval of the Board. When a student is expelled, they will be issued a written and signed notice of expulsion listing the terms and conditions for future enrollment. Student will receive no credit from CFS for missed work during the expulsion.

Parents who wish to re-enroll their student must present their request in writing to the school and to the Board for approval. The Board and administration may or may not choose to accept to re-enroll the student at their discretion.

Hall Pass

All students must sign out of class and have a Hall Pass with them at all times once they leave the classroom for any reason.

Homework

All homework is the responsibility of the students to complete the assigned work by the due date. Absent students can use Edline for a current listing of homework assignments. Excused absences are generally given time determined by the teacher to complete with full credit given. All other late assignments turned in will receive a reduced grade at the discretion of the teacher. It is the responsibility of the students to check for missing work with their teacher and arrange for any extensions and late credit.

International Student Guidelines

Christian Faith Center accepts students of all races, creeds and ethnic backgrounds.

International students are allowed to attend Christian Faith School if they have an F-1 or F-2 status. The I-20 must be issued from Christian Faith School, and approved by the INS. I-20's will be issued for one year upon receipt of complete enrollment application and documents and also upon receipt of all fees and payment of one year's tuition (non-refundable, unless the student is unable to acquire a visa to enter the country as proven by the agency denying entry). Upon receiving an F-1 or F-2 status, students are eligible for academic grades, and may enroll for continuous school years.

Students, who attend Christian Faith School with a visiting visa status, may visit school for one month (all fees apply). For an extended visit (longer than one month), students must receive approval from the administration. Students with a visiting visa will not receive academic grades, as they are legally not allowed to attend Christian Faith School full-time, until they receive an F-1 or F-2 status. Upon completion of the visit, the CFS office will provide a letter documenting the student's length of stay for the student's home school.

All international students must abide by the same policies and guidelines established for all students attending CFS plus they must agree to speak only English while on campus, interact with American students and actively participate in all-school events and activities such as Openings, Chapels, Bible classes, Advances, Concerts, performances and other seasonal specials.

Important Note: International students must be very aware of unacceptable practices in the culture of the United States when compared to their home country.

Leadership

Students involved in CFS Leadership (elected offices), Worship Team or other Extra-Curricular activities must adhere to the sports eligibility guidelines and are held to higher behavioral standards as outlined in the student leadership handbook.

Lockers

Lockers will be assigned to students in grades 6-12. Students will be required to supply their own lock. Having a locker is a privilege. Any misuse of locks or lockers may result in the loss of these privileges. (6th graders will receive their lockers after a probationary period as determined by teachers and administration.)

Lost and Found

Lost and found items not claimed will be donated bi-monthly to the needy.

Lunch

Lunch may be purchased at the school or brought from home. Secondary students may also purchase items from the CFC café'. Students in grades 9-12 may have off-campus lunch privileges.

Off-campus Privileges

Grades 9-12 have an open campus during lunch, and are able to leave. They have the option of eating lunch in the school cafeteria. On campus lunch is closed to outside visitors. Parental consent is required for off-campus lunch.

May Term

As part of the vision of Christian Faith School to equip God's children for service, the entire student body has the opportunity to participate in community or world outreaches. The methods in which these outreaches can be accomplished vary. "May Term" is a rich experience of varied options for our Secondary students to choose from during the month of May. It will be a time to serve, to learn, to explore, to travel and experience life outside the classroom.

Media Centers

Books may be checked out for two-week periods. Lost or damaged books must be paid for.

Medication

Medication must be kept and administered in the office, by office staff. A note from the parent must accompany medication. This includes over the counter medications.

Parent/Teacher Meetings, Conferences and Workshops

Parent Teacher Meetings and **Parent Workshops** are held several times throughout the year in the evening. The **Parent Teacher Meetings** are intended to cast vision and share important school information in order to foster open communication because we value our partnership with the parents/guardians. **Parent Workshops** are designed to provide invaluable tools, training, and resources to support parents/guardians in raising godly children and to strengthen families. Attendance to these events is highly recommended. Conferences may be scheduled with any teacher as needed. We have time set aside in the academic calendar for parent teacher conferences each quarter.

Probation

If at any time a student's actions or attitude at or outside of the school is such that it becomes detrimental to the other students, or endangers the Christian environment maintained by the school, a student will be placed on disciplinary probation. A parent/teacher conference will be held to inform the student and parents, and to determine a course of action. Written terms of the conditions of the probation will be given to the parents and placed in the student's files. If the situation does not show noticeable improvement within a set period of time, the student could face expulsion.

"Academic Probation:" Students in 6th-12 grades with an accumulated GPA lower than 2.0 for any given quarter will be placed on "Academic Probation" lose eligibility for sports and will be given one quarter to bring their grades up to the acceptable minimum level or face possible expulsion.

Search and Seizure: “A great place is a safe place”

A search of a student’s personal property may be conducted when there is a reasonable suspicion to believe the particular student is concealing evidence of an illegal act or is in the possession of illegal materials or an object that is a danger to others. It may be necessary to search through the private belongings of students or staff lockers, backpacks, lunch boxes, or pockets of clothing. Care will be taken to act discreetly, so as not to embarrass or harass any student and not harm or disturb the contents.

A general search of school properties and the contents within the premises may occur at any time in numerous ways, where there is reasonable cause. Illegal items found will be confiscated and disciplinary action taken by the school administration as deemed appropriate. If laws are broken, charges will be pressed by the school.

Parents of students found with confiscated items will be contacted.

Snow Days, Late Starts and Delays

If the Federal Way School District is closed due to snowfall or accumulation, Christian Faith School will also cancel school. You may call the school office at 253.943.2500, or watch Channels 4, 5, and 7 to verify CFS’s closing. Snow days may be made up prior to the end of the school year.

In the event of early release due to an emergency or inclement weather, all students (including those bused to campus) will be held on campus until all of them have been picked up by their parent or assigned and approved family friend or relative.

Videos

Careful selection of videos and other forms of multi-media may be used to enhance instruction or for motivational purposes. Videos will be approved by the administration, and a parent consent form will be sent home prior to viewing, or a teacher may send home a list of videos to be viewed throughout the year.

Volunteers

It takes an army of parents and volunteers to keep our school at its best. Many opportunities are available to those of you willing to help in those areas you most enjoy and are most effective at. Give us a call and we can find a place for you at times that work with your schedule.

Christian Faith School

Electronic Device Agreement

The Signature(s) On This Page Are Legally Binding And Indicate The Parties WHO Signed Have Read The Terms And Conditions Carefully, Understand Their Significance And Agree To Abide By Them At All Times.

Access to electronic information is available to the students and staff of Christian Faith School using a variety of electronic devices (computers, cell phones, tablets, e-readers, etc). We are very pleased to provide this access, because diverse and unique resources will be available to users, contributing to the educational excellence in our school. We believe that this access will significantly enhance creativity, collaboration, communication and sharing of resources.

The Internet is an electronic information resource connecting thousands of electronic devices all over the world and millions of individual subscribers. As examples, students and staff using the Internet have access to:

- 1) Electronic communication with groups and individuals on such topics as culture, environment, the arts, government etc.
- 2) Information and news from various sources such as **NASA**, university libraries, and the Library of Congress.

With access to people all over the world comes the availability of material that does not contribute educational value in the context of the school setting. On a global network it is impossible to control all materials. CFS has taken the following precautions to attempt to restrict inapposite materials.

- 1) Hardware and software will be used to screen out inappropriate materials.
- 2) Staff and student training in acceptable use of electronic information will be provided.

Christian Faith School Acceptable Policy

Users must make efficient, ethical, and legal use of the information network and information services. Any violation of this policy will result in appropriate disciplinary action and may also be subject to legal action, including any applicable criminal laws.

- Use of the information network and information system is a privilege, not a right.
- Attempts to log into any account other than your own is strictly prohibited.
- Transmission of any material in violation of any U.S. or Washington State law or regulation, or any intellectual property or personal right of any person or entity is prohibited. This includes, but is not limited to laws and regulations concerning copyrighted material, threatening or obscene material, photographing/videoing individuals and material protected by trade secret.
- CFS will determine what is appropriate and in appropriate use, and its decision is final.
- CFS has the right to review any material stored on the network and to remove any material, which is deemed contrary to policy.
- Use of the network for commercial activities, product advertisement, or political lobbying is prohibited.
- Security problems must be reported promptly to a supervisor.
- Vandalism is defined as any malicious attempt to harm or destroy any component of information networks or resources and will not be tolerated.
- Commission of any violation may result in withdrawal or denial of access privileges to information network and information resources; in addition, school disciplinary action and / or appropriate legal action may be taken

(Signatures required on Reverse)

Christian Faith School - Electronic Device Agreement

As condition of my privilege to use the CFS Electronic Information System and to access public networks such as Internet, I understand and agree with the following:

- 1) I understand and will abide by this Internet and User Agreement, *including the reverse page of this document* and all attachments hereto, I further understand that any violation of the restrictions contained herein is unethical and may constitute a criminal offense or give rise to other liability. Should I Commit any violation, I understand that my access privileges to the information network and information resources may be denied or withdrawn; in addition, school disciplinary action and/ or appropriate legal action may be taken.
- 2) I further understand that CFS administrators have the right to review any stored electronic information and edit or remove any material which they, in their sole discretion, believe may be unlawful, obscene, abusive, or otherwise inappropriate, and I hereby waive any right of privacy and any other proprietary or personal rights which I may otherwise have in and to such material. I understand that the use of the network shall be limited to school approved curriculum purposes.
- 3) I further understand that CFS will not be liable for any direct or indirect, incidental, or consequential damages due to information gained and/ or obtained via use of the information resources, including, without limitation, access to public networks.
- 4) I further understand that only software (disk or CD-ROM) and materials that are supplied by a CFC administrator will be allowed to be installed, copied, or used on any electronic device on the CFS campus or elsewhere from an electronic device owned by CFS.
- 5) I further agree I will NOT change set-up files on ANY electronic device including groups, colors, printer selections, *.ini files, or any one person's set-up format, and that I will not be permitted to use E-mail or any file exchange program without prior approval.
- 6) I further understand that the Internet access is available to CFS students with instructor permission only. At all times, access will be available to school appropriate sites only with previous approval from instructor.
- 7) I further understand that financial obligation of repairing or replacing damaged or destroyed school property whether accidental or intentional must be assumed by the student/ and or Parent/Guardian. This includes any and all electronic devices; plus all printers: dot matrix, inkjet, laser; and monitors: monochrome or color; and keyboards plus scanners, LCD projection devices and all other computer hardware equipment found at CFS. The program instructor with the replacement or repair cost at school price will arrange this repair or replacement. Grades will be withheld until payment is made.

DISCLAIMER: CFS MAKES NO WARRANTIES OF ANY KIND, WHETHER EXPRESSED OR IMPLIED, FOR THE SERVICE IT IS PROVIDING, INCLUDING, WITHOUT LIMITATION, OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT. CFS WILL NOT BE RESPONSIBLE FOR ANY DAMAGES YOU SUFFER. This includes, but is not limited to, loss of data resulting from delays, non-deliveries, non-deliveries or service interruptions caused by the Schools own negligence or errors or omissions. Use of any information obtained via the information network is at your own risk. CFS specifically denies any responsibility for accuracy, quality or timelines of information obtained through its services.

(Student name please print)

Grade

Signature of User

Date Signed

Parent/Guardian Section

I hereby give permission to issue an account for my child. I accept full responsibility for supervision if and when my child's use of information network or information resources is not in a school setting.

Parent or Guardian's Name: _____ (Please Print)

Signature of Parent or Guardian

Date Signed

CODE OF CONDUCT

Students entering CFS will be required to sign the following pledge, which will become a part of their permanent files. When they sign this pledge, they are agreeing to the principles expressed in it. The administration and faculty assumes responsibility for enforcement of the rules and behavior codes. Student conduct outside of school hours, or events will remain the responsibility of the parents. However, CFS reserves the right to take action when a behavior outside of school time or events is detrimental to the reputation of the school or affects the overall well being of students in the school.

Honor Code Pledge

I _____ (please print your name), agree and pledge myself to the following standards established by Christian Faith School:

1. I will respect and honor God in all I do.
2. I will value and maintain a high regard for this life God has given me.
3. I will diligently apply myself to the best of my ability and strive for the highest level of education: spiritually, academically, and physically.
4. I will respect and honor people and treat them the way that I would want to be treated.
5. I will maintain self-control and strive towards a godly attitude in all I do.
6. I will not gossip or cause strife among students, staff or parents both on and off campus.
7. I will respect the property of others. Students damaging any personal or school property will be required to pay for all damages and may face expulsion.
8. I will submit to the civil authority of our country and obey its laws. I realize this will prohibit such things as the use of tobacco, alcohol, and illegal drugs, gambling and shoplifting.
9. I will seek to follow the will of God for my life, and to be an example of Christ-like behavior to my peers.
10. I will participate and support school activities such as chapels, advances, trips and functions requiring student participation.
11. I will remain sexually pure and free of pornography and immorality in any spoken, written or electronic form.

Student signature: _____ Date: _____

Parent/guardian signature: _____ Date: _____

Christian Faith School

Statement of Understanding

Admission to the programs of Christian Faith School is considered with the expectation that all questions and information requested during the application process including continued enrollment, are answered truthfully and completely. I understand that any misstatement or omission of information made on any application or during the admission process may result in revocation of an offer of admission and/or enrollment to, or dismissal of, my son/daughter/ward from CFS.

By signing, the parent, guardian, and student affirm that they understand and agree that enrollment at Christian Faith School is subject to and expressly conditional on the student's compliance with the terms, conditions, rules, and policies stated in the CFS Parent/Student Handbook, Statement of Faith and in other written statements, current and/or amended. The student and parent/guardian are expected to follow these rules, regulations, and policies, and failure to do so may result in corrective action, including dismissal from CFS.

The Signatures below will be kept on file with the Registrar as documentation of the official signatures for comparison purposes for the remainder of the 2011-2012 academic year.

Student Printed Name

Student Signature

Date

Parent Printed Name

Parent Signature

Date

Parent Printed Name

Parent Signature

Date

Guardian Printed Name

Guardian Signature

Date