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PARKVIEW CHRISTIAN ACADEMY

MISSION STATEMENT

*EQUIPPING STUDENTS, SERVING OUR COMMUNITY, TOUCHING THE WORLD
...WITH EXCELLENCE AND LOVE*

PURPOSE STATEMENT

THE PURPOSE of Parkview Christian Academy, in cooperation with the home and church, is to educate our students from a Biblical worldview. With the Bible as the foundation of all instruction, Parkview seeks to equip the whole child - spiritually, intellectually, emotionally, socially, and physically - in order for them to have a godly influence on their own families, their community, and the world. We at Parkview strive to instill a Christian education that inspires students to pursue excellence and to lead them to a saving faith in Jesus Christ, encouraging them to live lives of Biblical integrity and service.

VISION STATEMENT

Academic Accountability: Responsibility in education is an essential aspect of a Christian school. We encourage each child to grow, to learn, and to reach his or her potential as a student. As Christ is the source of all knowledge and wisdom, all subject matters are taught from a Biblical worldview.

Christian Community: While the foremost purpose of this academic institution is to provide an excellent education, the overriding motivation is to help the student experience the love of God the Father. It is our desire that each child see Christ, be drawn to Him, and ultimately make a decision to come to salvation by grace through faith in Him.

Enduring Values: In a time of conflicting world messages, we strive to help students to consider the impact of their actions upon the world around them and their ultimate accountability to God. Biblical standards of integrity and concern are essential to Christian education. Through the Holy Spirit, we work to strengthen Christian values in each school family.

STATEMENT OF FAITH

We believe...

1. We believe in the Scriptures of the Old and New Testaments as verbally inspired by God and inerrant; there are no contradictions, no historical inaccuracies, and no false scientific information in the original manuscripts (II Timothy 3:16). We believe that the Old and New Testaments not only contain the Word of God, but are the Word of God in their entirety, and are the final authority in all subjects on which they speak (II Peter 1:21).
2. We believe in one God, eternally existing in three persons: Father, Son and Holy Spirit (Matthew 28:18-19; Mark 12:29; John 1:14; Acts 5:3-4).
3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary (Matthew 1:20-23), and is true God and true Man (John 1:1, 14).
4. We believe that man was created in the image of God (Genesis 1:26), from dust, as a perfectly created individual named Adam, that he sinned and thereby incurred not only physical death, but also that spiritual death which is separation from God (Genesis 2:17; 3:6; Romans 5:12); that all human beings are born with a sinful nature, and, in the case of those who reach moral responsibility, become sinners in thought, word, and deed (Romans 3:10-23).
5. We believe that the Lord Jesus Christ died for our sins and for the sins of the whole world (I John 2:2), was buried and bodily rose from the dead according to the Scriptures (I Corinthians 15:1-4). We believe that He died as a representative and substitutionary sacrifice, and that all who believe in Him are justified by grace on the basis of His shed blood (John 3:16; Titus 3:5). We believe that those so justified are eternally preserved (e.g. the eternally secure position of the believer in Christ, as opposed to the concept that a believer in Christ could ever lose his salvation) through the present ministries of our risen, ascended, glorified Lord Jesus Christ and the Holy Spirit (John 10:27-29; Hebrews 7:25).
6. We believe that all who receive by faith the Lord Jesus Christ are born again of and indwelt by the Holy Spirit and thereby become children of God (John 3:3; 14:16, 17). We believe that regenerate man must walk in dependence upon the Holy Spirit in order to please God (Galatians 5:16).
7. We believe in "*that blessed hope*", the personal and imminent return of our Lord and Savior Jesus Christ (John 14:1-3; I Thessalonians 4:13-18).
8. We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the just and the everlasting punishment of the unjust (e.g. there is no second chance in hell or the lake of fire for a restoration or universalism in salvation). A person's eternal destiny is set when they die with no hope of a second chance of salvation (I Corinthians 15:51, 52; Revelation 20:11-15).
9. We believe that the Church, composed of all those who truly believe on the Lord Jesus Christ as their Savior, is the Body and Bride of Christ. We believe that Christ is the Head of the Body, the Church (Ephesians 1:22, 23); that all believers are baptized into the Body of Christ by the Holy Spirit, and thus having become members of one another, we are responsible to keep the unity of the Spirit in the bond of peace (I Corinthians 12:13; Ephesians 4:3).

WHY CONSIDER A CHRISTIAN SCHOOL?

In the area of **academics**, students at Christian schools consistently out-perform their public school counterparts. One reason for that is Christian students have a higher percentage of **teachers** who genuinely care about them. Most of these dedicated men and women sacrifice greater monetary rewards to serve where they can do the most intrinsic good.

With smaller student-to-teacher ratios, Christian schools can almost always offer more **individual attention** than public schools. **Safety** is another benefit received from Christian schools as they provide a safer place for your children to receive an education. While not devoid of problems, they are far less likely to occur, and far more likely to be met with firm disciplinary action.

Perhaps most importantly, we are mandated to saturate our children's minds with the Word of God (Deuteronomy 6:4-10) and it is virtually impossible to do that in a public school setting. Our children can spend 30 to 40 hours a week being **taught from a Biblical worldview** that promotes and encourages a closer relationship with God or be in a setting where they are told that God, if He exists at all, is no longer relevant.

We seek to **equip children** with the tools to understand and worship God. In growing up to know who they are in Christ, these children are well prepared to live an "abundant life," productive and positive. We, therefore, commit ourselves to providing excellence in education, with the further goal of recognizing and teaching God's love and claim upon our lives.

CHRISTIAN SCHOOL FOUNDATIONS

God is known as He reveals Himself in His Word. In an effort to encourage students to know Him, Bible class is taught on a daily basis. All subjects are taught in conformity to the Word of God. One primary outcome of Christian education is to bring the student to a saving knowledge of Jesus Christ.

Christian moral training is essential to mold and produce godly character in our children. Through discipline and counseling the school helps the student to see himself or herself as God sees him or her, to submit to God-ordained authority, and to do the will of God.

Children are unique and loved by God. The value of each child is expressed in an atmosphere of loving concern. Children are also encouraged to develop the characteristics of respect, kindness and love in their relationships with others. Love, discipline, and structure are the keys to an atmosphere conducive to learning.

Parkview Christian Academy is committed to an academic standard which necessitates the students' mastery of the skills and knowledge needed for life and work. Small classes allow teachers to give individual attention to students and to offer praise and help. Traditional teaching methods are utilized, including memorization, homework, tests, special projects and graded evaluations.

The educational philosophy at *Parkview* is made alive through the teachers. Teachers are personally committed to Jesus Christ as Lord and Savior, are dedicated to a Christian worldview, and take seriously their example and influence upon the students.

Parents and teachers form a team to give each child a total education. The Bible teaches that responsibility for the child's education belongs to the parents. (Deuteronomy 6:19 and Ephesians 6:1-4) The Christian school is an arm of the home to continue the Biblical training, which parents have begun. *Parkview* supports and teaches respect for the family and for parental authority.

NON-DISCRIMINATION POLICY

Parkview Christian Academy admits students of any sex, race, color, nationality and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to *Parkview* students. We do not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of educational policies, admissions procedures, and athletic or other school-administered programs. We do reserve the right to deny admission to any individual who we feel will not benefit from our educational program based on past academic achievement. We also reserve the right to deny admission to a student whose life style is not in harmony with the stated purpose of *Parkview Christian Academy*.

MATTHEW 18 PRINCIPLE

If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses.

For *Parkview Christian Academy* to function best, it is imperative that our staff and administration be committed to harmonious relations with students and parents. Matthew 18 sets forth a guideline to create such an environment. If parents, students, and staff all follow the spirit of Matthew 18, resolving to humbly approach anyone who has offended, or who has been offended, *Parkview* will remain a Christ-centered and Christ-serving community.

DOCUMENTATION

All students are required to submit a current immunization record (or religious objection letter), a current dental record, a copy of their birth certificate, and any previous school records. Students who have court orders governing their guardianship should also have a copy of the court order on file with the school for security purposes.

HISTORY OF PARKVIEW CHRISTIAN ACADEMY

The cornerstone for what was then known only as the Yorkville School was laid in 1887. The original structure was a small two-story brick building that accommodated all classes from first grade through high school. Although the high school classes attracted students from as far as 20 miles away, the grade school students were primarily town residents.

After 20 years, more room was needed at the Yorkville School. In 1907 an addition was made on the east side of the building. It included what was called the first grade room and an extension of the "assembly." "Portables '--wooden classrooms--were added to the back

of the building in 1922 and remained until 1960. The west wing of the building and the gymnasium were added in 1928.

All classes continued to meet at Yorkville School until Yorkville Grade School was built in 1952. Shortly thereafter (1959), Yorkville High School was built nearby on Game Farm Road and the old school became the junior high. When Waubensee Community College was formed in 1968, the building was one of many scattered campuses. It was then used for special education classes before Yorkville School District again began to use it as a middle school. At some point in the early 1970s, a contest was held and the name *Parkview* was chosen for the building. Yorkville School district continued to use the building for fourth and fifth grade until 1991. The building was purchased by Cal and Rena Pedersen on December 30, 1992. Mr. and Mrs. Pedersen, through the *Parkview Foundation*, put many improvements into the property.

Parkview Christian Academy began its first school year in the New Life Assembly Church in Yorkville in 1997 with 8 students. In the spring of 1998, parents, teachers, and others began working to continue to renovate and restore the Parkview building. Classes in the Parkview school building began in the fall of 1998.

SCHOOL GUIDELINES

Admission Requirements

Students must demonstrate an appropriate degree of success in the classroom in order to be admitted to *Parkview Christian Academy*. Determination of admission is made by *Parkview* administration.

Students entering *Parkview* in first grade or above will provide school records from their previous school. *Parkview* may require an entrance test for placement if it is deemed necessary for students of all grades including kindergarten. "Special needs" students may be admitted if resources are available to teach that student. *Parkview* reserves the right to place a student in the grade appropriate for him or her.

Students entering kindergarten must be 5 years old by September 1.

ASBESTOS NOTIFICATION

The *Parkview* building has been inspected and found to contain asbestos-containing materials (ACM). Information relating to the extent of ACMs and *Parkview's* Management Plan are available in the school office. *Parkview Christian Academy* is required by law to notify all students and parents, as well as employees and visitors, that asbestos-containing materials are present in the school. All ACM has been contained and *Parkview* has passed all required inspections, being in compliance with the state and federal laws regarding asbestos.

ATTENDANCE

Regular attendance is an essential component for success in school. When students are absent from school, it is critical that proper arrangements are made for the absence and that responsibility is taken for appropriate reentry into school.

Please call the school (630) 553-5158 to tell us if your student will be absent. If your child misses more than two days at one time, please send in a note of explanation upon return. We need these for our records. Thanks!

ATHLETICS

Sports is an important element to well-rounded co-curricular program. Last year, we began our first-ever *Parkview* sports team with the formation of a girls basketball team. This year, in addition to the girls' team, we will also start a boys basketball team led by legendary Aurora Christian coach, Don Davidson. Basketball will be offered in the fall for students in grades 5-9.

We will also offer a Fall and Spring Intramural program for those just starting out or for those desiring to sharpen skills. Details of these nine-week sessions will be announced throughout the year.

BUILDING RULES AND REGULATIONS

Parkview Christian Academy is housed in an historical building, which is 121 years old. It is of utmost importance that we treat the grounds and building with respect.

- 1) No running in the halls.
- 2) No jumping up or down the stairs.
- 3) Do not stand on furniture.
- 4) No gum chewing in the building.
- 5) Do not pick at or play with any of the stones or bricks that are part of the building or on the playground.
- 6) Do not go to any unattended or unused part of the building without adult supervision.

The rules can be summed up by saying that we require students to act responsibly and to treat others and the school with respect. Students and parents will be responsible for any willful act or carelessness that damages the building or other school property.

All textbooks and other school books are the property of *Parkview Christian Academy*. Any mistreatment of this school property could result in the collection of payment from the student or parents.

CELL PHONES

Students may carry cell phones to school but they should be turned off from 8:00 a.m. until 3:00 p.m. Phones should not be seen, heard, or used before or during school hours. Violation will result in confiscation of the phone. The phone may be reclaimed immediately by a parent in the office upon payment of a \$15 fine. The phone may be

redeemed after seven days by a student in the office upon payment of a \$15 fine. Students who participate in inappropriate or offensive text, picture, or video messaging will be subject to disciplinary action.

COMMUNICATION

The Parent Page is our weekly newsletter which goes home the first day of the week. Please look for this IMPORTANT letter each week.

COMPUTER USE

Students may enter the computer lab while under faculty supervision. No food, beverages, or candy are permitted in the computer lab. Filtered internet access is available through the school computers. Computers are for educational purposes only. All documents and/or files must be transferred between school and home via flash drives; e-mail access will not be provided.

The following uses of computers at Parkview are not permitted:

- Accessing, displaying, or sending offensive messages or pictures (on or off campus)
- Using obscene language (on or off campus)
- Harassing, insulting, or attacking others (on or off campus)
- Accessing MySpace, Facebook, YouTube, e-mail, Instant Messenger, or other social networking Web pages
- Downloading programs, games, or music
- Moving equipment, altering/adding/deleting any system/program/file settings, or making electrical/hardware/system connections
- Damaging computers, printers, computer systems, or computer networks
- Copying software of another student's files without teacher authorization
- Intentionally wasting paper
- Employing the network for commercial purposes

Any violation of this Computer Use policy will result in disciplinary action.

CURRICULUM OVERVIEW

Biblical principles are integrated through the subjects at *Parkview*. As Christians, we analyze and filter subjects through the lens of Scripture to supply reasons for life's activities. Christian education is not another *alternative*, but a *distinctive*. Biblical integration—understanding God's world from the perspective of God's Word--sets Christian schooling apart

Reading: Our early elementary reading program begins in kindergarten with a strong phonics approach. Students learn "pieces of the puzzle" in sounds of vowels, consonants, and blends. As students learn to read, they will be encouraged to read fine literature at their reading level, often integrating history, social studies, and science.

Writing: Writing is a vital skill to be developed and will be integrated throughout school at all levels. Grammar skills, spelling, critical thinking, and creative expression are all essential to an educated student.

Math: Our teaching of math is “basic” and “fundamental.” Students learn math facts and strategies, stressing memorization, as well as computing skills. Students learn to add, subtract, multiply and divide in early elementary grades, progressing to more advanced calculations. An emphasis is placed on understanding math concepts before using calculators. Advanced math classes are offered starting in the 5th grade.

Science: Science begins with kindergarten units of exploration and continues with scientific inquiry. Science is an exciting course of discovery that relies on “hands on” experiences, as well as in-depth research.

History: Students will learn history facts, as well as investigating how the past affects the present. They will be taught how God has been involved not only in the development of our own country but throughout the history of the world, as well. This includes Christian, Egyptian, and Greek history. The study of geography is an integral aspect of our history program.

Bible: In addition to a daily time of prayer, students will have a Bible class appropriate to their age.

Foreign Language: Beginning in first grade and through all higher grades, foreign language will be taught on a weekly basis. Spanish is presently the language we are teaching.

Art: A comprehensive weekly art program is offered for grades K-9.

Physical Ed: With a full gym and large outdoor area, students have PE classes twice a week and several additional recreational opportunities.

DISCIPLINE POLICY

Discipline is positive, loving, intentional, and assertive. Discipline is NOT punishment, negative, controlling, loveless, angry, spiteful, reactive, or aggressive. Students at *Parkview* should understand that discipline is an act of love and that the teachers love students enough to discipline them. Discipline is handled in a professional manner and is accompanied by counseling, prayer, and reaffirmation of the child.

DRESS CODE (STUDENT DRESS AND GROOMING)

Starting in 2009, we will move from what we had called a “school uniform” to a “dress code” that limits the styles the students are allowed to wear but allows for greater flexibility in colors.

1. Shirts will be collared (button-down or polo). No t-shirts are permitted. Shirts must be kept tucked in; no midriffs or undergarments may be showing. The top button only may be left unbuttoned.

2. Shirts must be solid. If you would like to have a striped shirt, it must be purchased from one of three stores listed below and only the style specified. There may be no “advertising” or large logos on the shirts. Girls must keep shoulders covered and not wear tops that are revealing when bending over.
3. Pants may be navy, black, or khaki. Outside pockets are permitted. Pants must be without holes and not torn. No sweat pants, pajama bottoms, or “swishy pants” may be worn.
4. Shorts may be worn but must be modest (walking length).
5. Girls may wear skirts, skorts, capris, or jumpers. The length must be modest (it should not be off the ground when kneeling).
6. Fourth grade and above must wear belts when pants have loops.
7. Solid blue, black, or white sweaters without noticeable logos may be worn in class. Acceptable sweater types are turtlenecks, cardigans or pullovers. Hoodies and zippered sweaters will only be permitted in the classrooms when extreme cold temperatures make the classrooms unusually cold. Hoods and hats may not be worn inside the building. Any hoodie or zippered sweater must be solid and may not contain any advertising or large logos.
8. It is recommended that girls in shorter skirts (especially K-2) wear shorts under their skirts to play on the playground or in the gym.
9. Clothes must be clean, without holes, and not torn.
10. Shoes should be brown, black, navy blue or white with navy or white socks or nylons. Tennis shoes are acceptable. Patterned socks are not to be worn. Firm sandals with heel straps may be worn in hot weather. Shoes with high heels are not to be worn. “Wheelies” and “croc” are not to be worn at school.
11. Hair should be kept neat and clean and should be kept out of the student’s face.

The following list includes the striped shirts that are acceptable for our Dress Code and the stores where you can find these shirts:

<i>ChildrensPlace.com</i>	(search for <i>short sleeve polos</i>)
<i>LandsEnd.com</i>	(search for <i>short sleeve polos</i>)
<i>OldNavy.com</i>	(Boys Pieced Color-Block Polos, Girls Printed Puff Sleeve, and Girls Cap-Sleeve Pique)
<i>Gap.com</i>	(Bold Striped Polos without logos)
<i>Walmart.com</i>	(Faded Glory Boys Short Sleeve Polos, L.E.I. Babydoll Striped Polos)

Please label all clothing with student’s name.

EXCUSED/UNEXCUSED ABSENCES

Attendance at school is mandatory. The State of Illinois considers a child truant who misses more than 15 days. Excused absences are those for personal illness or family crisis. For an excused absence the student’s work may be made up at the rate of a day per absent day. The day’s work for unexcused absences will not be made up. Any other arrangements must be made through the principal. We would suggest that you plan family vacations around the school schedule. Missing school days has a negative effect on students of every age and grade.

EXTENDED CARE

We are happy to offer daily after-school extended care program starting at 3:00 p.m. when school dismisses and ending at 6:00 p.m. The extended care is for students grades K-9. There is a fee for this service of \$5/hour with the charge applying to any part of an hour. All charges must be paid in full at the end of each week.

GRADING SCALE

Parents of kindergarten and first grade students will receive correspondence at grading time with information on how their student is doing. Parents of 2nd grade students will receive correspondence the first semester and grades the 2nd semester.

A+	98-100	B+	88-89	C+	78-79	D+	68-69
A	94-97	B	84-87	C	74-77	D	64-67
A -	90-93	B-	80-83	C-	70-73	D-	60-63
						F	0-50

HEALTH REQUIREMENTS

Physical examinations are required the Illinois State law for kindergarten and sixth grade students and a record of vaccinations should be submitted to the office by the first day of the school year.

Note that children entering kindergarten are required to have a chicken pox vaccination.

Kindergarten students are required to have a vision test. Students entering kindergarten, second, and sixth grade are required by the State of Illinois to have a dental check up; your dentist has the form.

Individual health records will be kept for each child. This includes records of both immunizations and previous diseases. Be sure your doctor informs you of any needed boosters before the school year begins.

If a student needs to take prescription medication while at school or at a school-related activity, he or she must have written parental permission, and the medication must be under the care of a teacher or the office staff.

If a student needs non-prescription medication, such as Tylenol or cough medication, written parental permission must be given on the school's health form, which is included in the information packet.

LUNCH INFORMATION

Students must bring lunches from home. Microwaves are not available for students in the lunchroom. Please send a balanced lunch with your student, encouraging him or her to eat it all! A hot lunch may be offered by the school on certain days, depending on the willingness and availability of parent volunteers to organize it.

Lunchtime is to be a calm time as we converse quietly with each other. Students will pick up after themselves, being responsible for their own clean-up.

Parents are lunch helpers and will be respected as the authority in the lunchroom.

PARENT INVOLVEMENT

F.L.O.C.K. The parents' group at *Parkview*, called FLOCK ("Families Looking Over Christ's Kids") is actively involved in supporting the school and encouraging the teachers and staff. Parents in FLOCK help raise funds, plan family nights, maintain the building, find ways to bless the teachers, and participate in numerous activities. Please plan to be a part of this important group!

Volunteering: To encourage parental involvement, *Parkview* requires parents to volunteer the equivalent of four hours per month. The way it works is this: Each family is required to volunteer 35 hours per school year (20 hours for a single parent family). Hours will be counted when you help in any number of opportunities. Some of the possible areas of involvement are: Chaperoning or driving on field trips; classroom assistance; lunchroom supervision; recess supervision; before-school drop off and after-school pickup; Christmas Program (drama, singing, props, costumes, tending a table); office assistance; Book Fair volunteer; building maintenance; cleaning (before or after special events); library volunteer; Share and Care helper; filling the water cooler; Fourth of July Funfair; Teacher appreciation; Field Day Volunteer.

FLOCK will track the number of hours each family donates. For those parents who do not fulfill the 35 hours, an additional fee will be added to your school bill at the end of the year, prorated up to \$200. We want and need parents to be involved with the school, and we thank you in advance for your effort and time. On orientation night parents will be given the opportunity to sign up for areas in which they are able to donate time, energy, and enthusiasm! Parents who work during the school day may help with evening events.

Fundraising: To help with scholarships and in an effort to keep our tuition low, *Parkview Christian Academy* has a number of fundraising events during the school year. Your involvement is appreciated.

PARENT/TEACHER CONFERENCES

Parent/Teacher conferences will be held the week following the first quarter. At least one parent must attend this conference. During the school year additional conferences with parents, teachers, and/or the school principal may be requested by any of these.

PARKVIEW PICKUP AND DROP-OFF PROCEDURES

Morning Drop-Off for all students: Drop off all students at the east end of the parking lot. If you would like to talk to a friend or teacher, please park across the street. (Do not park on east side of the street on Wednesday mornings as the

Historical Society meets that morning.) Students may arrive at 8:00 a.m. **School starts at 8:30, with students entering the building at 8:20 a.m.**

All students will wait outside at the foot of the steps until the 8:20 bell rings unless severe weather makes the wait too difficult. Watch for instructions.

During the school day if parents come into the school, they may **carefully** park in the lot facing the building at the east end of the lot. Watch for students in the lot!

K-4th grade Pickup: Cars line up on west side of Church Street with the first car in line at parking lot entrance. Do NOT park here and come in. Do NOT come into the parking lot. Your child will come to you when your car is up to the front of the line. Do NOT tell your child to come to you before your turn. If you would like to come in to talk to a friend or a teacher, please park on the east side of the street and come in. Do NOT park and call your student to you across the street. If you have a student in 5th-8th grade, pick up the younger first and continue around the corner to pick up the older. **School is over at 2:50 for kindergarten and 3:00 for the rest of the school.**

In case of severe weather, students in K-4 will be picked up from the school back door. Watch for instructions.

5th-9th grade Pickup: Cars line up on the north side of Center Street. If the line is longer than to the corner, break for Church Street and continue down the street. Your student may walk to your car, but will not be dismissed until the parent is present.

PRAYING FOR PARKVIEW CHRISTIAN ACADEMY

Parents are invited to meet in the school gym each Wednesday mornings from 8:30-9:00 a.m. for a time of corporate prayer for the students, the staff, and school families. We continue to pray that God will bless *Parkview* and guide us as we grow together. Once a year, *Parkview* adults will gather for a time of prayer for the school and our ministry. Please join us for that time of fellowship and spiritual encouragement.

PREARRANGED ABSENCES (INCLUDING FAMILY VACATIONS)

We would recommend not taking lengthy family vacations during the school year. For extended prearranged absences, teachers may give specific assignments to be finished during the absence. All homework due during the absence must be submitted to the teacher immediately upon returning. If a student is absent for a large project, such as the science fair, **the project must be finished before the student leaves.**

REPORT CARDS

Report cards are sent home at the end of each quarter. During the school year, additional progress reports will be sent home when a student is working below expectations. Parents are welcome to contact teachers to discuss academic issues when appropriate.

Stanford Standardized Tests will be administered in grades 2 through 9 in the Spring of the year. Parents will be notified of results when they are received by the school.

SAFETY

For the safety of the children, all outside doors will be locked during normal school hours. In order for any parent or authorized person to be in the school during normal school hours, they will need to be let in, sign in at the school office, then sign out when they are preparing to leave. Any parent who desires to talk with a teacher should first schedule a meeting with that teacher and must sign in when arriving at the school.

SCHOOL CLOSINGS

If it becomes necessary for school to be closed on short notice due to inclement weather or while school is in session, families will be called by our "School Reach" contact system. This is a computerized program that will call all families within 15 minute of being activated.

SCHOOL RULES

- 1) Students will be respectful to each other, to teachers, volunteer parents, and all others in the school, as this is consistent with Christ's character displayed in us.
- 2) Fighting is not allowed on the *Parkview* campus (this includes verbal arguing as well as physical actions against another person).
- 3) Name-calling is not acceptable at *Parkview* under any circumstance.
- 4) Students will not talk back to a teacher.
- 5) Disruptive behavior that causes classroom or school activities to stop is not allowed.
- 6) Lunchroom behavior is to be calm and with respect to whomever is in charge, teacher or parent.
- 7) Electronic games, phones, or toys are not to be brought to school without permission from the principal. The teacher will confiscate any of these items, which will then need to be picked up from the principal's office by the parents. Repeated offense of this rule will result in disciplinary action.
- 8) Skateboards are not to be brought to school.
- 9) Send birthday party invitations by mail, not hand delivered at school.

Sickness

A Medical Release/Parental Permission form must be signed by a parent/guardian and kept on file in the office for each student. A child who is ill upon arrival at *Parkview* will not be admitted or will be separated from the other children until parent or guardian can pick the child up.

When children have been exposed to communicable diseases such as hepatitis, chicken pox, measles, or strep infection, all staff members and all parents or guardians of children shall be notified immediately by *Parkview*. For any infectious

disease, we ask that you seek your physician's advice and always notify us of the disease.

If a child becomes ill while at Parkview, the parent or guardian will be contacted and expected to pick the child up as soon as possible. The child will be separated from the other children until the parent's arrival.

The following information is for your convenience and to help you understand our school's policy regarding these conditions:

Chicken Pox: All the chicken pox must have a dry scab and no new pox must have appeared for the last 3 or 4 days.

Pinkeye: Eyes must be clear (no redness or secretion) or bring a doctor's note verifying that the child may return to school.

Ringworm: The child must be using a doctor-prescribed medication and a Band-Aid must cover the ring.

Strep Throat: We must have a doctor's note or the child must be on an antibiotic for a minimum of 24 hours.

Lice: When a case of head lice is found in the school, all students in the class will be inspected. If another student in the class is found with head lice, a note will be sent home from the office. The office will need to check the child before they return to the classroom. All nits must be removed from the hair before the child will be admitted back into the classroom. If nits are found, the child will return home with the parents.

Fever: Once the office has determined a child has a fever, he must be picked up within 30 minutes and may not return to school until he has been fever-free for 24 hours. This will aid in preventing sickness among the other children.

Vomiting and diarrhea: If a child is vomiting or has diarrhea (even though he/she may not have a temperature), the parent will be required to pick up the child within 30 minutes of our call. Also, if a child has been vomiting or has diarrhea during the night, before school, or on the way to school, he/she needs to stay home that day. He/She must be free from vomiting or diarrhea for at least 24 hours before returning to school.

STEPS OF CORRECTION

The following are steps of correction and will go into effect when the disobedience is ongoing and consistent. Although these steps are in sequential order, it is up to the teacher to determine the severity of response in each case. As a student receives ongoing discipline, his or her parents will be notified immediately in the form of a note home explaining the reason for the correctional steps. Parents will sign that they have read the note and return it to school the next school day. We are certain that parents will be supportive of the school as we work together.

- 1) Warnings as prescribed by each teacher.
- 2) Withdrawal from class activities.
- 3) Withdrawal from classroom to principal's office where additional schoolwork may be required. When appropriate, student and principal will pray together and repentance and forgiveness will be addressed.

- 4) Parent/teacher conference.
- 5) Parent/teacher/principal conference.
- 6) In-school suspension (one or more days in the office doing additional work assigned by the principal).

STUDENT TRANSFERS

Students may transfer in to *Parkview Christian Academy* at anytime during the school year, subject to *Parkview's* requirements. Students may transfer out of *Parkview* with full academic credits.

TARDY PROCEDURE

The first bell of the day rings at 8:20 for students to enter school. The tardy bell rings at 8:30. Children are to be in their seats by that time. If your student arrives after the tardy bell he or she must come to the office to get a pass to enter the classroom. This is an unexcused tardy unless the parent comes in to the office or calls the office with an explanation. Excused tardiness is a situation beyond control. (Sleeping late is not an excused tardy ☺.)

TELEPHONE

We ask that the telephone be used only in case of emergency. Students are not allowed to use the phone at will. Permission must be obtained from a school faculty member.