

Lakewood Christian School

Parent/Student Handbook

Academic Year: 2024-2025

Lakewood Christian School
840 S. George Nigh Expressway
McAlester, OK 74501
918-426-2000

Principal- Tamara Salyers

Dean of Academics- Denise Timmons

Dean of Students- Kellie Wright

Lakewood Christian School Honor Code

1. I understand that by enrolling as a student at Lakewood Christian School, I am accepting all school policies- those outlined in the student handbook and those established by the school administration. Philosophy of Education Standards of Conduct Code of Conduct 6
2. I shall adhere to the LCS Standardized Dress Code Policy as administered by LCS to promote excellence in character development.
3. I realize that I am expected to put forth my best effort in homework, in preparation for quizzes and tests, and in special academic projects since one of the primary reasons for enrolling as a student in LCS is academic training.
4. I understand that communication and interaction between parents, students, faculty, and administration is encouraged. Communication should be carried on in a constructive and biblical manner.
5. I shall refrain from the following destructive behaviors regarding the use of my words:
 - Gossiping (repeating information about others that is not my concern or not edifying, whether true or untrue)
 - Slander (repeating information about others that is untrue)
 - Mockery (disdainful or disrespectful talk about those in authority, the church, or scriptural principles)
 - Profanity, Obscenity, Vulgarity, and/or Offensive Slang
6. I shall not lie, cheat, or steal. I am expected to adhere to this policy and to promote and encourage my peers to do the same.
7. I understand that LCS has standards of sexual conduct and social behavior that are based on biblical guidelines rather than those of the culture, the popular media, or peer groups. I shall govern my behavior to hold to these standards.
8. I shall use all electronic media (computers; cell phones; cameras; mp3 players; e-mail; internet; and websites, such as twitter, Instagram, Snapchat, and Facebook.com; etc.) in a manner that is constructive and biblical. I shall make my websites immediately accessible to LCS Administration at any time upon their request.
9. I shall not at any time use or possess drugs, tobacco, e-cigs, alcohol, and pornography since these are certain destroyers of self-discipline, self-control, and against God's plan for Christian people.
10. I understand that the sovereignty of Jesus Christ is challenged by various forms of alternative teachings (i.e., occult practices/teachings). I shall not be involved in these areas, and I shall not promote their practice among other students.
11. I shall maintain Christian standards of courtesy and kindness in the way I treat others. I shall show respect for my fellow students and the staff in my speech, attitudes, and actions.
12. I understand that attendance is an essential element of learning. I shall put forth my best effort in regular and timely attendance.

Notice of Non-Discrimination

It is the policy of Lakewood Christian School not to discriminate on the basis of race, color, national origin, sex, veteran status, disability, or age in its programs, services, and activities as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1975.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) afford parents and students eighteen (18) years of age ("eligible students") certain rights with respect to the student's education records.

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will decide for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. They should write the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate and misleading.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board of Education, a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. According to the No Child Left Behind Act of 2001, and the National Defense Authorization Act for Fiscal Year 2002, requests for secondary students' names, addresses, and telephone numbers will be provided to military recruiters unless a parent or eligible students opts out of providing such information. Enrollment packets include written documentation of the choice made by parents or eligible students regarding release of personally identifiable information.

The Lakewood Christian School Student/Parent Policy Guide has been published to inform students and parents about policies and procedures of the school. This guide is revised and published each summer. The policy guide is distributed to each student in the school district at the beginning of the school year and is available on the school's website: www.lcsliions.com. It is not possible for all policies and procedures to be included in this guide. All students are obligated to abide by all Lakewood Christian School policies, procedures, and regulations.

Lakewood Christian School Board of Education

Tony Edwards, LCC Elder and Board President
Paul Vanderveer, LCC Pastor and Board Member
Anthony Salyers, LCC Elder and Board Member
Brett Smith, Board Member
Sam Wampler, Board Member

Lakewood Christian School Philosophy and Purpose

Lakewood Christian School is a ministry of Lakewood Christian Church. Lakewood is committed to a Christian philosophy of education that is based on the Bible as the complete and final authority of God concerning matters of faith, truth, and practice.

It is our goal to cooperate with the Christian homes and Churches of the McAlester area in seeking to follow the Biblical admonition to "Train up a child in the way he should go; and when he is old, he will not depart from it." Proverbs 22:6

Admissions Process-

All students kinder-12th grade will fill out the enrollment form and meet with the administration about goals, expectations, and any questions that the parent/guardian may have. We will go over our schools honor code and expectations in regards to that. A discussion will be had if the student has an iep and if the modifications can be met. If the students iep modifications are severe and to the point that we can not meet those needs, we will discuss that before any discussion on acceptance to our school will be made. An entrance exam may be offered depending on the students academic history. A discussion will be had about the beliefs of the child and in the home. We believe that the Bible to be the inspired only infallible authoritative Word of God. 2 Timothy 3:16. We teach the Word of God out of the Bible. We believe that Jesus died and rose again. Our curriculum is biblical and we use biblical integration in the classroom. A statement of faith will need to be signed for enrollment. A final decision will be made within a week on if the student may be enrolled at Lakewood.

School Calendar-

The school year shall consist of teaching days as provided in the school calendar and shall be divided into two (2) semesters. Annually, the Principal or the Principal's designee shall prepare and present for the Board approval a school calendar which indicates the dates of the opening and closing of school and all applicable instructional and professional days.

All activities of classes and clubs shall be approved by their sponsors, and all fund-raising activities shall be approved by the principal according to the policy on Activity Funds.

Extended Care

A fee-based childcare program is offered for pre-school through 6th students. However, if your junior high or highschool child is not picked up after school and doesn't have an after school extracurricular activity or tutoring session, your child will be sent to extended care and you will be charged. Enrollment forms and a \$10.00 fee is assessed at the time of enrollment. The student accrues a \$5.00 charge for every hour beginning at 3:30 and ending at 5:30p. If the student is left beyond 5:30p, there will be a \$1.00 charge per minute accessed and ending at the time of pick up to be billed.

Transportation

All modes of transportation used by Lakewood Christian School meet the requirements and operate in cooperation with the regulations required by law. Safety is of first importance. All students are urged to use care in loading and unloading. Always use the handrails and always remain seated if the vehicle is in motion. Riding in a school vehicle is a privilege that a student can lose if proper conduct is not observed.

Student Drivers

1. All students must have a VALID driver's license to drive on campus.
2. All vehicles driven to school must be licensed and insured. Copies of such should be given to the school office to keep in a cumulative student file.
3. Students may not play loud, inappropriate, or offensive music on campus.
4. Students may not sit in any vehicle or go out to any vehicle during the day without permission from the school office. If you get permission from a teacher, the office must be notified.
5. Students are to always drive carefully and to adhere to Oklahoma driving laws.
6. Students who violate the school driving or parking regulations will be disciplined accordingly.

Lakewood Christian School is not responsible for any traffic accident or violation that may occur while driving to and from activities. It is the parent's and student's choice to drive and therefore assume all responsibility.

Absences: All verified and unverified absences count against the nine (9) day limit.

Regular attendance is expected of all students. This is essential for maximum student development and for progress to be realized in the educational program. We realize that some absences are unavoidable such as sickness or a death in the family; however, we expect parents' cooperation in keeping absences at a minimum. Excessive absences may negatively affect work habits, grades and/or a student's promotion and entitle the student to Saturday school.

The school attendance policy applies to all students enrolled in school. The following attendance policy is for K3 through 12th grade students. This attendance policy is intended to encourage students to be regular in their attendance. A student absent more than 25% of the class time in a

semester will have to make up their time outside of school's regular schedule and by attending Saturday school.

Community service time may be substituted at the principal's discretion. This attendance policy allows absences of nine (9) days per semester.

All absences will count against the 25% attendance requirement, except the following: School sponsored trips, events and activities approved by the principal. Any absence of an emergency nature deemed unavoidable and approved by the school Principal. Schoolwork involves more than paperwork. It involves participation in discussions, demonstrations, activities and interactions between students and teachers. Regular and punctual attendance is a vital factor in determining one's success in any field of endeavor.

Students should develop the habit of being on time and in class every day. Occasionally students in attendance will need to be excused from school due to illness, injury, or personal reasons. **Teachers should refer all such cases to the office to obtain written permission to leave campus.** If a student leaves school without permission, it will be counted as truancy and will be handled accordingly. Parents may be called to verify signatures.

What to do if you have been absent without prior approval?

Bring a written note from home, signed by the parent or guardian, dated, stating the dates of your absence and the specific reason. Refer to the attachments for the form "Special Absence Request" to be used for prior approval of absences. Parents should call the school office to report absences. **The school secretary will call you if we do not hear from you by 9:00 am.**

Excused Absences

1. Illness of the student with a doctor's note.
2. Illness or death in the student's immediate family-medical and dental appointments that could not be scheduled after school.
3. Family trips or special trips that have been excused by the administration at least 48 hours prior to the trip.
4. School-Sponsored activities Parents/Guardians may call the school for assignments. Assignments will be available for pickup in the school office after 3:30 pm.

Unexcused Absences

A student's absence will be considered unexcused when the reason for the absence is anything other than those stated above. Tests or quizzes missed because of unexcused absence must be made up. All unexcused time must be made up outside regular school hours at 1.5 to 1-day ratio. Students returning from excused absences are responsible for missed work or tests the day of return, if the class knew the assignment prior to the absence. The student has a day to make up the work or tests if the assignment was unknown to the class prior to the absence. Parents are encouraged to communicate with their child's teacher to lessen the impact of makeup work. **Students may not participate in extra-curricular activities until all work & time is made up.**

Attendance Requirements

Students are subject to compulsory school attendance and truancy laws as required by the State of Oklahoma and regulations Of the State Board of Education. If a child is absent four (4) or more days or parts of days within a four (4) week period or is absent for ten (10) or more days or parts of days within a semester, the student will be given a notice to serve Saturday School. It is the duty of the school to maintain attendance records and provide attendance information to the District Court or designee as is necessary. To pass a class, a student must miss no more than nine (9) times in a semester. If a student misses more days due to serious illness or injury, the attendance committee (Principal or anyone from Admin) must concur that the illness or injury is serious enough to prevent the student from attending school. The school may require a doctor's note to certify that any student is physically unable to attend classes.

College Days

Seniors can visit a college campus once each semester during the school day. Juniors have an opportunity to visit a college campus once. Students wishing to use a college day must have an ACT score on file. The student must be passing all classes and may not exceed nine (9) absences in any given class. The college day must be an approved request by both the parent/guardian and a school administrator prior to the planned visit. Upon return to school, the student is responsible for bringing back proof of the visit verified by the college. College day visits that follow these procedures will not count toward the nine (9) day absence policy. No college day applications will be approved during the last two weeks of either semester.

School Hours

School hours are from 8: 00 a.m. until 3:30 p.m. each day. **Students should NOT arrive earlier than 7:30 a.m. or remain on the campus later than 5:30 p.m. unless they are participating in a supervised school activity.** SCHOOL DOORS WILL NOT OPEN UNTIL 7:30 a.m. EACH DAY. Supervision WILL NOT be provided for students who arrive before 7:30 a.m. or remain later than 5:30 p.m. Students not in a supervised school activity MUST be checked in to Extended Care. These procedures are designed for the safety and well-being of the student as well as for the liability of the school.

Closed Campus

All students are to remain on the school campus between the time of arrival and the close of the school day unless: a) leaving for school-sponsored events or b) checked out by a parent or guardian. Parents and/or guardians must check out students through the school office before taking the student from campus.

Students who leave campus without permission shall be subject to disciplinary action.

Visitors

For our students' safety and security, all parents and visitors are required to sign in at the school office immediately upon entering the building where visitor badges will be assigned. This will allow for minimal disruptions. Appointments with teachers can be scheduled with the teacher or in the office when necessary. Students not enrolled at Lakewood Christian School will not be allowed to visit in the classroom unless they are on a shadow day. Our time and energy will be

directed toward our students who are enrolled at Lakewood. With arrangements, previous students will be allowed to eat lunch with students in the cafeteria.

Unauthorized Persons or Aggravated Behavior

Any person on Lakewood's property should be reported to the school office. Any person may be required to leave property as authorized by law or school policy. The failure of any person to leave the school property when requested may subject the person to arrest and/or prosecution by law.

Health Requirements

Medication Policy: state law on procedures regarding medication binds Lakewood Christian School. The procedure is very strict because medication can be very dangerous if it is misused or abused; therefore, the following procedures will be followed:

1. School personnel can only administer medication that has been prescribed for a student by a physician.
2. Prescription medication will only be dispensed if a physician has made a diagnosis and has directed that specific medication be given.
3. A request by the parent or guardian must accompany the medication stating the student's name, the name of the medication, the amount to be given, and the time(s) it is to be given. This includes non-prescription medicine.
4. Excessive requests of medication or office visits will require a doctors note.

Food and Beverages

Food, candy, and drinks are to be consumed in approved areas, ONLY. Clear, water-bottles, filled with water (flavoring can be added), may be kept with the student in the classroom.

Approved Area: Cafeteria: Lunches may be kept in student lockers; however, lunches must be kept in appropriate containers. Also, containers MUST be taken home, daily.

Hall Pass

No student is permitted in the halls during class without a hall pass issued by his/her teacher.

Dress Code

The student dress code is based on the premise of recognizing fashion without sacrificing modesty, safety, appropriateness. It is our intent to restrict extremes and indecency that will detract from the main purpose of the educational program. Dress or grooming which causes or is likely to cause a disruption of the instructional program of the school is prohibited. Staff reserves the right to discuss a student's appearance with the student and his/her parent and to require modifications. If LCS staff deems that a student's dress is inappropriate the student may be sent to the office for a change of clothing.

The Bible does not specify proper clothing for a Christian student, but it does say to students of every generation that their appearance should be modest, I Timothy 2:9-10 and I Peter 3:3-4; furthermore, all students are to be an example for the believers, I Timothy 4:12.

1. Clothing, jewelry, or piercing items with pictures or emblems such as tobacco, alcohol, drug products, rock stars, slang terms or inappropriate symbols or actions, or secular rock bands are not permitted. Tattoos are not permitted. Piercings only in the ear are allowed.
2. Bike or animal chains, collars, or other paraphernalia containing spikes are not permitted.
3. Sagging pants, or visible undergarments are not permitted.
4. Girls may wear dresses, skirts, and/or shorts that are within three inches (width of a dollar bill) at the top of the knee. Splits or the bottom of the garment must not be over the width of the dollar bill. Leggings must have an outer garment which shall be no higher than three inches (width of a dollar bill) at the top of the knee.
5. Rock Band symbols or Titles of the band on shirts or any clothing with secular rock bands are not permitted.
6. Girls can wear athletic pants (yoga pants) but they have to have their bottom covered and or without showing the outline of their undergarments.
7. Jeans with rips, tears, or holes are not permitted unless the rip, tear, or hole is within three inches (width of a dollar bill) at the top of the knee or patched if above the three inches.
8. Girls in the grades 5-12 may wear dress shoes without backs.
9. Footwear must lace up or have front and back straps that hold the wear firmly in place, and black-soled gym shoes must be non-marking. Slippers/house shoes are not permitted unless a special day with permission. Athletic slides are permitted.
10. Boys must be clean shaven, daily, and model conservative haircuts and styles that remain off the collar and out of the young man's eyes. Hair must remain a natural color.
11. Girls must model conservative haircuts and styles. Their hair must remain out of their eyes, and it must remain a natural color.
12. "Cut-ins" or shaved designs are not allowed. Headgear, including but not limited to hats, caps, do-rags, hoods, bandanas, and stocking caps are not permitted in the building. Exceptions may be made by the principal for spirit days or special activities.
13. Secular band shirts or any clothing is not allowed.

Exceptions to these guidelines may be made by the principal for spirit days or special activities. Additional modifications or exemptions to the dress code may be enacted as deemed necessary by the administration. Such modifications will be based on safety or related factors.

Alcohol and Drug Policy

Student use, possession, distribution, sale, or being under the influence of alcohol, illegal drugs, controlled substances, "look-alike" drugs, steroids, or possessing drug paraphernalia on any school premise or at any school function (home or away) is strictly prohibited. Minimum penalty for violation of this policy will be suspension from school; however, violation of this policy could result in permanent expulsion from school. Law enforcement officials may be contacted upon initial investigation and verification of the violation.

Use or Possession of Tobacco/Vape Products: Use and/or possession of tobacco, including vape products, in any form, by students at Lakewood Christian School is prohibited when pupils are under the supervision of the school staff, while on school campus during the school day, while

participating in a school activity, while in transit by school transportation, or at any school function authorized by Lakewood Christian School. Tickets or citations may be issued by the McAlester Police Department. There will also be an appropriate disciplinary action to follow.

Medical Marijuana Policy: Lakewood Christian School is not licensed and will not be licensed to have in its possession or control marijuana in any form. It is the policy of LCS to continue to be a Drug Free Zone.

The legal care giver of the student(s) enrolled in LCS, who are taking edible or topical marijuana by prescription, shall provide LCS with a copy Of all care giver's and student's state required documents to possess or dispense medical marijuana. When administering the dosage to the student, the legal care giver shall pick up their child and remove him from the LCS and LCC facilities to administer the student's medication. The student may then be returned to school to continue their studies.

LCC and LCS prohibit all other drugs, tobacco, and alcoholic beverages on their property.

The school board and administration of LCS is committed to maintaining the above policy as they believe to deviate from these statements of policy would be inconsistent with the goals and purposes of Lakewood Christian School.

Procedures for Student Enrollment/Standards of Admission

Lakewood Christian School is a private institution and reserves the right to accept or reject any applicant for enrollment; however, LCS does not discriminate on the basis of race or gender in evaluating student applicants.

LCS desires to serve the Pittsburg County area by providing a Christian based education to those students and families desiring such. The principal will evaluate an applicant's academic and behavior record in making decisions regarding admittance.

Families may appeal a negative decision by the principal to the the school board. The school board's decision will be final in all such appeals.

Students may be admitted on a probationary status and evaluated academically and or behaviorally each three weeks or earlier if circumstances warrant.

Submitting a completed application and application fee is required for consideration. Once approved, the enrollment process begins.

Basic requirements for student enrollment:

1. Immunization Records (The student may not attend school until this information is provided.)
2. Social Security Card
3. CDIB Card (if applicable)
4. Name and address of school last attended
5. Email Address
6. Any special education records, if applicable

A registration packet should be filled out on RenWeb. The School's District Code is LC-OK. A student folder will be established and maintained on every student.

Academic Load/Schedule:

Elementary and Middle School classes will be assigned.

Junior High and High School core classes will be assigned to each student. Electives, class sizing allowed, students will choose on a first come-first serve basis or previous class requirement. Exceptions may only be made by the principal. To drop or transfer a class, a student must request permission from first, one or both teachers involved, and secondly seek permission from the principal or dean of academics. College concurrent classes will be planned and assigned alongside the Dean of Academics and the college. Student must have a good attendance record.

Work study:

If the senior student is in good standing academically and with honor code, they can do a half a day work study outside of Lakewood in the spring semester. (Depending on their school schedule and before absence from school) The student will need to provide a letter from their employer to support the student's eligibility. The student may be required to attend a chapel service, assembly, or activity but will be given plenty of time to let their employer know. Required permission will be needed if the student is wanting a morning work study and may or may not be granted depending on the student's academic schedule and or graduation plan.

Activities

Lakewood Christian School is a member school of ACTS and HCAA. A student who participates in any interschool contest must conform to the eligibility requirements of these associations.

Care of School Property

The patrons of Lakewood Christian School and Church have provided some of the best equipment and facilities found anywhere. Students can best show their appreciation by taking care of the building, equipment, and grounds, so they can be passed on to future students in good condition. Any student who defaces, damages, or destroys school property will be required to repair or replace the damaged item and will also face further disciplinary action. Except in legitimate accidents, students are liable for all damages they may do to school/ church property.

Lockers

If a student is assigned a locker, the student should use only the locker assigned and should never share lockers with another student unless assigned a shared locker. Lockers are provided for the safe keeping of lunches, school materials, outdoor clothing, and gym materials. The lockers are to be always kept neat and clean. Lunch boxes must be taken home daily. The lockers remain, always, the property of the school. **THEIR USE IS SUBJECT TO THE SCHOOL'S RIGHT TO ENTER AND INSPECT LOCKERS AT ANY TIME.** Report any locker problems. Lockers should not be used to store valuable personal items or money. The school assumes no responsibility for items

missing from lockers. * NO BACKPACKS ARE NOT PERMITTED IN THE LOCKER ROOMS FOR GRADES 3RD- 8TH GRADE DURING THE ACADEMIC SCHOOL DAY.

Searches

School officials have the authority to detain and authorize a proper search of any pupil with reasonable suspicion. Student lockers are considered the property of the school and can be searched at any time with reasonable suspicion. School personnel shall have access to lockers, desks, and other school property in order to supervise the welfare of the students. The lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for the search. Vehicles parked on school property are subject to search. In conducting searches, the school may utilize trained dogs to detect prohibited items. If a dog alerts to a student's locker or vehicle or to a classroom or common area, the area may be searched. If the student refuses, the student's parent or guardian shall be notified and requested to unlock the vehicle. If the parent or guardian refuses to unlock the vehicle, the school will contact appropriate law enforcement personnel to respond to the issue. At this point, the student has forfeited the privilege of driving/parking on any school property for the remainder of the school year.

Closing of School

When severe weather creates hazardous conditions, extreme illness, or other such events; the regular school schedule may be suspended to ensure students' safety. It is the parent' s/guardian's responsibility to monitor the school's social media presence. The student's guardian will also receive a communication (email, text, or phone call) from the school.

Standards of Behavior: Honor Code

Lakewood Christian School carries the name of Christ and is dedicated to His honor and glory. Each one of us is expected to represent our school with behavior and attitudes that are pleasing to Christ and further the cause of His kingdom. To direct our behavior according to Biblical precepts, the following guidelines have been established:

Respect

Act in such a way that you demonstrate proper respect for God, school, authority, school property, the feelings and rights of other fellow students, others, and yourself.

Honesty

Be honest in **all school situations** including the taking of tests, the completion of homework and in the relationships that are a part of your daily school life.

Integrity

Use language and display character that is in line with Christian morality and Christ-like in appearance.

Cooperative:

Cooperate with the faculty and staff in achieving the goals of Lakewood Christian School regarding conduct, performance, and attitude.

Effort: Use the gifts God has given in accordance with God's will and proper Christian stewardship.

Gossip: Students will refrain from all gossip or slander of another student or LCS staff member.

Social Media:

Students will refrain from social media in any school setting and understand that they are held accountable for their actions and held to a higher standard on our Honor Code.

*attached is the School Honor Code**

Bullying

In an effort to establish a common understanding by all students of what is meant by the term, "bullying," and to promote greater respect for each individual student, a common definition has been established and will be emphasized in the school system: bullying is defined as any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another person, damage another's property, place another in reasonable fear of harm to the person or property, insult or demean a person or group of people in such a way as to interfere with the schools educational mission. This includes intentionally intimidating, teasing, or threatening another person. A person is bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons. Other characteristics of bullying have been identified: it is aggressive or malicious, it is repeated and goes on for some time, and it occurs in an interpersonal relationship that is characterized by an imbalance in strength or power. Classroom and school-wide rules have been established to address the issue of bullying and students are expected to always comply with these standards of behavior. If an issue of bullying arises, the student(s) are to report the act to the Bully Prevention Officer (BPO), Tamara Salyers.

Cheating

Cheating is defined as dishonestly giving or receiving aid or information on any test or assignment. If a student is caught cheating on tests or other classroom work, zeros will be given to the student(s) involved. No provisions are made to make up or otherwise receive credit for work or tests in question. The teacher will notify the parent of the incident. Cheating is a violation of the Honor Code. Additional cheating may result in expulsion or detention. Any form of artificial intelligence used will be treated the same as cheating.

Cell Phone Policy

In an effort to reduce cheating, inappropriate texting and bullying, any electronic device with activated data plans is not allowed during the school day. Each morning students will turn in their

devices or sign a form indicating they do not have one with them. Students in grades six through twelve will turn in and pick up their cellphones in the Home Room Class. Students who sign that they do not have a device and are then discovered with one will be guilty of an Honor Code violation and therefore subject to In-School Suspension (ISS). NOTE: This text is not a full representation of the rules and or policies for Lakewood Christian School. Things left unsaid will be dealt with by the necessary chain of command.

Lakewood Christian School's electronic network is part of the curriculum and is not a public forum for general use. Student users may access technology for educational purposes only. The actions of student users accessing networks reflect on the school; therefore, student users must conduct themselves accordingly by exercising good judgment and complying with school policy. Students are responsible for their behavior and communications.

Access is a privilege, not a right. Administration will deem what is appropriate use and their decision is final. Lakewood Christian School has the right to monitor all uses of their network including email, internet access, information stored on devices, network, and other electronic media used on school property. The administration reserves the right to deny, revoke, or suspend user access at any time.

Access to any resource will not be granted until an acceptable use policy agreement is signed and submitted by the student and their parent/guardian.

Students of Lakewood Christian School may have access to internet-based email provided to them by the school if deemed academically advantageous and parent permission is received. The email account will be monitored and restricted to those educationally appropriate. Student access to any other email account on school networks is prohibited.

Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the direction of the school, may be revoked should circumstances warrant.

Individuals shall reimburse for repair or replacement of school property lost, stolen, damaged, or vandalized while under their care due to gross negligence or intentional misuse.

Display of Affection

No public display of affection, such as arms on or around each other, kissing, or holding hands will not be allowed at school. The school will insist that all couples always conduct themselves at school in such a manner that attention of others is not attracted to their behavior. Offending students will have their attention called to the matter, and appropriate disciplinary action will be taken. General Rule: there is to be always at least six inches between each student.

Disrespect from Students

Students must remember that all school personnel always have authority over them during the school day and at school activities. At no time are students to be disrespectful to school personnel. Student must follow and abide by reasonable requests made by school personnel.

Sexual Harassment

Sexual harassment is a form of discrimination that violates the law. All students at Lakewood Christian School have the right to attend school in an environment that is free of intimidation based on gender and unwelcomed sexual advances.

Plagiarism

Plagiarism is defined as the practice of taking someone else's work or ideas and passing them off as one's own. Plagiarism is a violation of the Honor Code. The student will get a zero on their assignment and or test that they plagiarized on. Plagiarism will result in disciplinary action. Multiple offenses may lead to detention or expulsion. *Artificial Intelligence is considered a form of plagiarism.

Fighting

Fighting is identified as mutual participation in an altercation. Fighting is an action that will not be tolerated in our school society. All participants in a fight will be dealt with in a manner appropriate for the situation. Disagreements between students can never be solved by violence. Students who believe another student is angry with them in a way that could lead to violence should contact the school's BPO or an administrator. A student who strikes another student will be suspended for a minimum of three days or more depending on the severity of the situation. * Each case will be surveyed by the administrator.

Destructive Devices

Under Federal law, any student who brings a weapon, including but not limited to, a gun or knife of any length, to school will be suspended for at least a calendar year, except the superintendent and/or school board may modify the length of the suspension on a case-by-case basis. Reenrollment will be made on a case-by-case situation as determined by the principal and/or superintendent.

Hazardous items including, but not limited to, ammunition, matches, lighters, knives, laser pointers, fishing hooks, darts, or fireworks are not permitted. School officials shall have the authority to detain and legally search any pupil on any school premises or activity or while in transit. Such items will be confiscated and disposed of appropriately. Disciplinary measures will be taken as necessary.

Student Performance & Evaluation

Report Cards will be sent home at the end of every quarter. This is a means of informing parents/guardians of the student's progress, or lack of progress, in each subject.

Grading Scale:	c = 70-79
A = 90-100	D = 60-69
B = 80-89	F = 0-59

Make Up Work

Upon return to class, after an absence(s), students shall be granted one (1) class day to make up each day of class work missed. No penalty shall be assessed against work made up for absences.

In case of extended absence, arrangements to make up work shall be made with the teacher. Upon return to class, students are required to take any examination or test or return any assignment which was previously announced during the student's presence in class or which has been regularly scheduled. Tests missed by the student shall be made up on the day the student returns to class (exceptions to this will be for periods of extended illness or serious injury).

Students who are suspended will be allowed to make up homework and quizzes; however, the work issued to the suspended student **MUST** be completed upon the student's return. If the student does not have his work completed upon his return date, he will not be approved back until all due work is turned in to the student's teacher(s).

Students with any missed assignments, quizzes, tests, etc. that are a result of truancy will be at the discretion of the teacher and/or administration to be given full/partial or no credit.

Discipline

Effort:

1. Students will show respect for the authority of the administration, faculty and staff. Students will address adults with "Mr." and "Mrs." or "Miss".
2. Students will treat school property and the personal property of others with respect and care. Any damage done to the buildings, grounds or furnishings of Lakewood Christian School must be repaired and/or replaced at the expense of those causing the damage. Students will be subject to disciplinary action if they willfully or negligently bring harm to school property.
3. According to Ephesians 4:29, students will strive to always speak wholesome and edifying words. Cursing and other vulgar language will warrant disciplinary action.
4. No opened containers of any liquid shall be placed inside a locker or taken into class.
5. Students will refrain from public display of what may be deemed as romantic affection anywhere on the school grounds, in vehicles used for school activities and school activities off campus.
6. Inappropriate magazines, books, pictures, or other items including knives or other weapons will not be permitted on the campus. Toys that are replication of law enforcement articles are not permitted.
7. Students may not bring electronic devices including telephones, radios, tape recorders, tape players, headphones, or other devices to school without permission for their use in the classroom or a school activity.
8. Hall courtesy is expected. Loud or disruptive behavior is not allowed in the halls. **When class is in session, students in the hall are expected to have a hall pass.**
9. Possession and/or use of alcohol or tobacco in any form on campus or in connection with a school related activity are strictly forbidden.
10. Students will not read personal material or play games during class time. It is important that students be attentive during school activities.

Use the gifts God has given you to the best of your ability at Lakewood Christian School in accordance with God's will for your life and proper Christian stewardship. In order to ensure a

clear understanding of what is expected of Lakewood Christian School students, the following specific rules have been established:

- The philosophy of discipline at Lakewood Christian School is based on the scriptural teaching found in Proverbs 22:6 and is designed to be positive training in the right direction. Christian love is at the heart of all discipline and includes both direction and correction.
- All students are expected to refrain from talking in class without permission and from getting out of their seat without permission.
- The students at Lakewood are expected to be respectful and understanding in the receiving of discipline. Discipline will be handled first by the teachers. Parents and teachers must cooperate fully with one another. Anything said or done which tears down respect and confidence for either will harm the child. The administration has full confidence in its teaching faculty and will give assistance when needed. Disciplinary measures may include counseling, a warning, withdrawing and restoring of privileges, temporary isolation, parent conferences, and referral to the principal, corporal punishment by the principal or admin, after school detention, suspension or expulsion.
- Corporal punishment will not be applied without parent or guardian consent.
- Parents/Guardians are asked to indicate in the Parental Agreement whether or not corporal punishment may be administered. Even when authorized, corporal punishment will not be carried out except by the principal or superintendent and with specified witnesses. Parents will be notified if corporal punishment is administered to their child. If parents choose for their children to be exempt from corporal punishment, they will be called to administer discipline, or, suspension of the student for a specific time will be enacted.

Purpose: Our goal is to teach children REPLACEMENT BEHAVIORS, or what they need to do instead, so that all children can work in a school environment that is safe, fun, free from distraction, and allows children to reach their maximum learning potential.

Proactive Approach to School-Wide Discipline

Schools that implement school-wide systems of positive behavior support focus on taking a team based system approach and teaching appropriate behavior to all students in the school. Instead of using a patchwork of individual behavioral management plans, schools are moving toward schoolwide discipline systems that address the entire school, the classroom, areas outside the classroom (such as hallways, restrooms, cafeteria, offices, classrooms), and the individual students with challenging behavior, and that result in a continuum of positive behavior support for all students.

Schools that have been successful in building school-wide systems develop procedures to accomplish the following:

- I. Behavioral Expectations are Defined: A small number of clearly defined behavioral expectations are defined in positive, simple rules. Expectations are the following three B's:

Be Respectful, Be Responsible, Be Safe

2. Behavioral Expectations are Taught. The behavioral expectations are taught to all students in the building and are taught in real contexts.
3. Appropriate Behaviors are Acknowledged. Once appropriate behaviors have been defined and taught, they need to be acknowledged on a regular basis.
4. Behavioral Errors are Corrected Proactively. When students violate behavioral expectations, clear procedures are needed for providing information to them that their behavior was unacceptable and for preventing that unacceptable behavior from resulting in inadvertent rewards.
5. Program Evaluations and Adaptations are made by a Team. School-wide systems of behavior support involve on-going modification and adaptation.
6. Administrative Support and Involvement are Active. School-wide behavior support involves the active and on-going support and involvement of administrators.
7. Individual Student Support Systems are Integrated with School-wide Discipline Systems. School-wide behavior support is a process for establishing a positive culture in school.

Schools that have been successful in implementing school-wide positive behavioral interventions and supports describe the following BENEFITS:

1. Increases in attendance
2. Student self-reports of a more positive and calmer environment
3. Teacher reports are more positive and calmer environment
4. Reduction in the proportion of students who engage in behavioral disruptions
5. Reduction in the number of behavioral disruptions

Change in Student Information

It is imperative that the school office be notified immediately of a change of address, home or office telephone number, or emergency information during the academic school year.

Assemblies

Students must behave courteously at school assemblies. Students should give full attention to the speakers on stage and show appropriate appreciation. Visitors often form a lasting impression of our school and community by our behavior at assemblies.

Parties

Parties are limited to two per school year. Birthday parties are not held at school. Personal party invitations will be allowed if every student in the class receives an invitation.

I have received the 2024-2025 school handbook.

Name: _____

Signature: _____

Date: _____

Lakewood Christian School Webpage
www.lcslions.com

Renew APP: Download RenWeb, Parent's Web, on any device with a web browser.

LCS School Access: Make sure your school office knows how to send you important information through your Parent's Web, voicemail, text, or email by updating your records regularly.

facebook.

Check us out on

Lakewood Christian School-Lions